



## AMERICORPS MEMBER SERVICE DESCRIPTION 2020-2021

Breakthrough is a non-profit organization with the mission of providing a path through college for first-generation college graduates. Beginning in sixth grade, AmeriCorps members provide essential support to students who are on this path. Members provide mentoring, academic support, coaching, program planning and implementation, and other activities to contribute to the success of Breakthrough students. Members will receive extensive training in a variety of areas to prepare them for a rewarding and successful placement with Breakthrough.

### QUALIFICATIONS

Members will have the following qualifications:

- Have a Bachelor's degree from a four-year college or university
- Be a U.S. citizen, or U.S. national or lawful permanent resident of the United States
- Have a commitment to community service and the ability to serve for the complete program year (September 1, 2020 – August 13, 2021)

### ESSENTIAL FUNCTIONS

All of the following duties and responsibilities are essential position functions, though some members may have a greater responsibility for some of the functions listed. Individuals may be asked to perform other position-related duties within the scope of their normal service activities as requested by their supervisor or other Breakthrough staff member in alignment with the grant and not unallowable or prohibited activities, all subject to reasonable accommodation. Members will have recurring access to vulnerable populations. Members are required to wear the AmeriCorps logo daily.

- Act as a role model to Breakthrough students
- Communicate with students and families regularly
- Work closely with assigned Program Coordinator to provide individualized support to assigned caseload (40-50 students)
- Provide academic support services to students at the Breakthrough office or at the student's campus
- Assist in the development and implementation of after-school and Saturday programming
- Support in cultivating and managing Breakthrough volunteers assigned to your team and/or students
- Mentor students on the skills and strategies needed for success in school
- Participate actively in all training, professional development, civic reflection, and service activities
- Serve under a Middle School Team, or a High School Team, or on the College Completion Team. Duties include:
  - Coach students through critical application processes, including to high schools and to college and universities
  - Develop and implement SAT and ACT test preparation activities
  - Introduce productive summer opportunities to Breakthrough students and monitor their engagement and completion
  - Support Breakthrough's high-school graduates in their efforts to enroll in and graduate from college, maintaining regular communication and designing appropriate outreach activities to support their persistence towards graduation
  - Aid in the planning and implementation of Breakthrough's summer programming (Middle School Summer Programs, 10th Grade Leadership Institute, College Options Kick Off)

In the event of a local, state, or federal disaster declaration, AmeriCorps members may be asked on a volunteer basis or be required by OneStar to activate to assist in disaster response and recovery activities within their communities. This may involve virtual service opportunities or in-person service opportunities. This may include service opportunities outside of the member's standard service hours or in place of their standard service duties. In the event of a large-scale, high needs local, state, or federal disaster, AmeriCorps members may voluntarily or be required by OneStar to deploy to an area outside of their service area to assist in disaster response and recovery activities.

### KNOWLEDGE, SKILLS, AND ABILITIES

- Effective communication skills
- Excellent organizational and time management skills
- Ability to follow through
- Flexibility and openness to changing roles
- Ability to work cooperatively on a team
- Respond well to constructive criticism
- Effective academic support and mentoring skills
- Willingness to learn and attend all AmeriCorps trainings
- Commitment to working with youth and to service
- Ability to manage several concurrent issues and solve problems effectively
- Ability to complete paperwork and meet deadlines
- Bilingual (Spanish) strongly preferred
- Reliable transportation (personal vehicle) required

### MEMBER HOURS, BENEFITS, AND COMPENSATION

Full-time (year-round) members are required to accumulate 1700 hours and complete the full **term of service period of September 1, 2020 through August 13, 2021**, with occasional Saturday or evening events. Members receive the following:

- **Living Stipend:** First-time members (AmeriCorps Member) \$14,279; Second-year returning members (AmeriCorps Leader) \$21,142; Third-year and beyond returning members (AmeriCorps Senior Leader) \$28,558
- **Education Award:** Upon successful completion of the Member's 1700 service hours **and** completion of the full term of service, members are eligible to receive an Education Award from the Corporation for National and Community Service of \$6,195 to pay education costs at qualified institutions of higher education, for educational training, or to repay qualified student loans. Members may receive no more than the aggregate value of **two** full-time education awards.
- **Optional health insurance coverage**
- **Monthly phone and vehicle-use stipend:** Between \$100 and \$150 per month depending on placement
- **Non-monetary benefits:** On-going support and professional development from experienced educators and non-profit leaders
- **Assistance** with finding housing and other resources for members

To apply, please email resume & cover letter to Elvira Marin at [elvira@breakthroughctx.org](mailto:elvira@breakthroughctx.org) or Daniel Jackson at [daniel@breakthroughctx.org](mailto:daniel@breakthroughctx.org).

Breakthrough Central Texas is committed to a policy of equal treatment and opportunity in every aspect of its relations with its applicants, staff members, and families, without regard to race, color, ethnicity, religion, gender identity and gender expression, sexual orientation, national origin, disability, age, marital status, military status, pregnancy, or parenthood. People of diverse backgrounds are strongly encouraged to apply.