

Strong Women. Strong Girls

8410 NW 53rd Terrace
Monterey Building, Suite 110
Doral, FL 33166
305 608 5017
www.swsg.org



STRONG WOMEN
strong girls

Parent Engagement AmeriCorps Member Description

Strong Women, Strong Girls South Florida is seeking a highly motivated individual with a passion for improving the lives of women and girls as a Parent Engagement Half-Time AmeriCorps Member. The Half-Time member is expected to serve 30-35 hours per week through August 31, 2012 in the SWSG office and at service sites, located in Miami, FL. This is an ideal opportunity for a recent graduate to hone her or his skills in the nonprofit sector in a fast-paced and entrepreneurial organization.

Roles & Responsibilities

The Parent Engagement Member is half-time AmeriCorps Member who serves 30-35 hours per week, during normal business hours, Monday-Friday, 9AM-5PM, primarily in the South Florida office. Some Saturdays and evenings are required. They report directly to the South Florida Program Manager.

She or he will be focused on a specific and discrete project designed to build the capacity of the organization by addressing the significant need for parent involvement in girls' skill building and development. Research demonstrates that parent involvement in educational and co-curricular activities is an important part of girls' development.

Specific activities and measurable outcomes for the Parent Engagement Member include:

- Present a replicable parent engagement workshop for mentors about the value and purpose of parent engagement in supporting positive youth development
- Ensure AmeriCorps members and volunteer mentors conduct monthly communication with parents
- Ensure mentors distribute weekly parent activity sheets that provide parents with no- or low-cost activities to reinforce the skills girls learned during mentoring
- Conduct strategic outreach to parents of girls in grades 3-5 not yet enrolled in SWSG
- Encourage 100% of parents to participate or attend a SWSG event or program
- Ensure that at least 50% of parents submit the SWSG parent survey
- Have a minimum of 15% of mentored girls' parents attend Jump into Spring

In addition to these projects, the Member may have the opportunity to participate in projects in partnership with the organization's Program Manager and Executive Director. Furthermore, if agreed upon by the member and the Program Manager, the member may choose to mentor one group of girls per week.

Members are required to participate in the following events and activities as a part of their service year (through August 31, 2012):

- Member Orientation
- Spring Mentor Training on January 21, 2012
- Creation of a structured work-plan
- Participation in weekly supervision meetings with supervisor and national program meetings
- The Jump into Spring Field Trip on April 14, 2012
- Strong Awards closing ceremony and AmeriCorps Member Reflection



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Parent Engagement AmeriCorps Member Requirements & Qualifications

- Commit to 30-35 hours of service per week until August 31, 2012
- A graduate of an accredited college or university
- Able to role model a positive lifestyle
- Demonstrated commitment to serving girls and building communities of women in Miami-Dade County
- Eagerness to learn and seek personal development opportunities
- A United States citizen, a national or legal permanent resident
- At least 18 years of age
- Receive a favorable FBI fingerprinting background check
- Must have a valid driver's license and access to consistent, reliable transportation in the South Florida community where public transportation is extremely limited

Individuals with disabilities and individuals of color are strongly encouraged to apply.

Member Benefits

As a SWSG Half-Time AmeriCorps Member, you may:

- Receive a living allowance of \$246.38 twice a month over the term of service
- Receive a \$2,775 Education Award (upon completion of 900 hours of service)
- Build mutually empowering relationships with girls in the South Florida community
- Build marketable leadership, personal and professional skills
- Build strong networks to support your professional advancement

To Apply

Please email the following to acoble@swsg.org with "Parent Engagement AmeriCorps Application" in the subject line by January 5, 2012:

- A cover letter
- Your resume
- Two references

In your cover letter, please answer the following questions:

- Why do you want to be a SWSG Half-Time AmeriCorps Member? What do you hope to gain?
- What skills and experiences will you contribute that will be useful to this role?
- Describe your commitment to parent engagement. What makes you a strong woman or a supporter of strong women?

Additionally, if any of the following apply to you, please provide separate documentation including the approximate date, location and details:

- If you have ever been dismissed, asked to resign, or refused re-employment
- If you have ever been arrested
- If you have ever been convicted of or plead no contest to any crime
- If you have any current criminal charges pending



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Supervision and Support ((To be completed upon acceptance))

Members will be supervised and directly report to the Strong Women, Strong Girls Program Manager:

Name: Adele Coble Email: acoble@swsg.org Phone: (305) 778-3721

On their campus, Members will also receive additional support from the Campus Coach:

Name: _____ Email: _____ Phone: _____

Weekly Member and volunteer mentor meetings will take place on: _____

The Member will mentor at the following AmeriCorps Strong Women, Strong Girls partner site(s), day(s) and time(s) and while on-site be supported by the Site Facilitator (SF):

Site 1

Name & location: _____

Day & time: _____ SF Name: _____

Email: _____ Phone: _____

Site 2

Name & location: _____

Day & time: _____ SF Name: _____

Email: _____ Phone: _____

Signatures:

AmeriCorps Strong Women, Strong Girls Member: _____

Print Name: _____ Date: _____

Strong Women, Strong Girls Program Manager _____

Print Name: _____ Date: _____

