

Student Tutor/Volunteer Coordinator

Written by GBP Staff
Wednesday, 23 July 2014 13:17 -

Job Posting with the Department of Public Instruction's WEOP Office

Job Title: AmeriCorps Member- Student Tutor/Volunteer Coordinator

Employer Name: Department of Public Instruction's Wisconsin Educational Opportunity Program,

Based in: Green Bay

Wage/Salary: Annual living allowance of \$6400 (26 2-week pay periods=\$246.15 gross/pay period) and Education award of \$2822

Job Description: AmeriCorps Members will 1) tutor and mentor students at risk of falling behind in reading, math, or other subjects, 2) recruit volunteers, 3) coordinate volunteer programs, 4) help facilitate youth-led civic engagement projects to help improve school climate for all students. and 5) conduct school visits to assist with college readiness programming within the target middle and high schools in Green Bay.

We have *two half-time positions available*, based at the Green Bay DPI WEOP Office, based at 2140 Holmgren Way, Green Bay, WI 54304. The positions will begin in late August.

One position will focus on working with our 7th-10th graders and the other will work with our 11th-12th graders. Positions can be tailored to employee's strengths, interests, and goals, while incorporating the AmeriCorps mission and DPI WEOP goals.

Half-time members must work 900 hours within a 10- to 12-month period (which typically averages 20-25 hours/week). Hours commitment must be completed by August 31, 2015.

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To learn more about DPI's Wisconsin Educational Opportunity Program, please visit: <http://weop.dpi.wi.gov/>

To learn more about the AmeriCorps national service program, please visit:
<http://www.nationalservice.gov/programs/american/american-state-and-national>

Qualifications: Passion for education, community events, and working with a diverse group of both middle and high school students. We desire candidates who are either pursuing/planning to pursue a college degree or have earned a college degree. Must be able to satisfy the 900 hour commitment within a 10-12 month period.

To apply, please send a cover letter/email indicating why you are interested in this position, as well as your resume outlining your education and experience, to Aubrey Schramm at:
aubrey.schramm@dpi.wi.gov

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