



Learning Links AmeriCorps Program
Parent & Community Outreach Coordinator
Learning ROCKS AmeriCorps Member
FY24 Terms of Service – 1700 Hours
August 2023 – August 2024

Overview

Aspire Afterschool Learning is seeking year-round mentors for our Learning ROCKS afterschool and summer camp program to provide daily holistic and academic support to historically underserved upper elementary school students in South Arlington, VA.

Our afterschool program bolsters students' reading by providing targeted daily support to develop both reading skills and a love of reading. Program activities strengthen their STEM/STEAM skills and reinforce general academic content through regular project-based learning activities, including our annual science fair. Our summer camp is a fun and interactive experience that prevents summer learning loss, which year-over-year can make it more difficult for students experiencing poverty to catch up with their peers.

The Parent Connection Program, which is implemented by the Parent & Community AmeriCorps Member, is an integral component of Aspire's program and has three overarching objectives, each of which contributes to healthy homes and communities in which children can thrive:

- 1) Parents are able to effectively engage in and support their child's education;
- 2) Adults are able to form safe, productive home and community environments; and
- 3) Adults are able to develop their individual skills and interests and to become community leaders. These objectives are met through regular topic-based Parent Connection workshops across three sites.

Who We Are...

Aspire Afterschool Learning (formerly Greenbrier Learning Center) is a non-profit organization based in South Arlington, VA. Aspire provides robust, comprehensive, and high-quality afterschool and summer academic enrichment to historically underserved students in Arlington. Our programs support and connect students, families, schools, and communities while using evidence-based methods to achieve results for upper elementary school students most impacted by the educational opportunity gap. Over 90% of our students improve their reading levels each year with our support.

Aspire values statement:

- Growth: We Aspire to support our students to empower them to reach their goals.
- Connection: We Aspire to bring our community together to create a sense of belonging for our students and their families.
- Equity & Access: We Aspire to provide access to the students and families most impacted by the educational opportunity gap and treat Aspire students and families with dignity, fairness, and respect.
- Excellence: We Aspire to strive for excellence in all that we do.
- Fun & Caring: We Aspire to approach every day with a nurturing spirit of playfulness and warmth.

For the past 13 years, we have partnered with AmeriCorps to host AmeriCorps Members, individuals who use their compassion, determination, and creativity to help strengthen communities across the country. Our AmeriCorps Members directly serve the students in our program, by putting their values into action to make a difference where the need is greatest. Individuals who serve with AmeriCorps build new skillsets that they can take with them wherever they go. If you are not currently an AmeriCorps Member, we can help you become one and join our team.

RESPONSIBILITIES

- Coordinate monthly Parent Connection Program activities at three Aspire sites. Plan workshops to fall within specific program themes, including securing and collaborating with partner organizations to conduct workshops;
- Promote Parent Connection events in the community by creating promotional materials and recruiting parents and relevant adults to participate in Parent Connection and related programs/activities;
- Support parents and adults in the community, including making referrals for other services as needed;
- Conduct periodic focus groups with resident and adult participants to determine interests, needs and program effectiveness;
- Develop and share reports on the Parent Connection Program activities, as required;

- Provide translation and interpretation for workshops, meetings and other activities/materials as needed;
- Communicate program events and provide consistent feedback to parents concerning students' progress in school and afterschool program when relevant;
- Interact and communicate with parents, volunteers, visitors, and community organizations in accordance with Aspire's values.
- Travel regularly across sites (all within 1.5 miles of each other); personal transportation helpful but not required;
- Provide periodic direct service support to the Learning ROCKS Afterschool & Summer Program;
- Participate in relevant topic- and skill-based trainings and provide input into trainings and professional development sessions.
- Participate in required AmeriCorps Trainings and National Days of Service.
- Complete monthly AmeriCorps service reflections.
- Comply with all applicable rules, regulations, and agreements of the organization and AmeriCorps.

Who You Are...

- Bilingual Spanish and English skills, including reading, writing, and conversation;
- Experience tutoring or mentoring children in upper elementary or middle school
- Passionate about investing in the growth and potential of historically underserved students
- Committed to service and dedicated to serving through AmeriCorps
- Looking to gain marketable, hands-on experience in the nonprofit, education, and/or childcare fields
- Self-motivated, independent, flexible, and resourceful
- Able to communicate and interact with children, parents, teachers, volunteers, and program staff in a way that is consistent with Aspire's values
- Good at managing your time and projects
- Able to walk a mile and supervise kids outside
- Comfortable and proficient with computers and smart phone apps
- Experience/knowledgeable with Google Suite or Microsoft Office, including basic Excel
- A U.S. citizen, national, or lawful permanent resident alien (Green Card)
- A High school graduate or equivalent, at least 18 years old

What Else You Should Know...

- This is a 1700 hour AmeriCorps position from August 14, 2023 through August 11, 2023.
- Hours: 40 hours/week; School Year: Monday – Friday: 10am – 6:30pm; Summer camp: 8:30am – 5pm; occasional evenings.

- This position is in-person.
- \$2,516.67/month living stipend with a \$6,895 Segal Education Award that can be applied to future education goals or past student loans.
- Time off for winter break, spring break, 10 personal/sick days and federal holidays;
- Eligible for student loan forbearance or deferment.
- Hands-on training in a variety of topics including: learning content areas, tutoring skills, child development, behavior management, education theory, leadership skills, and team building.
- Free access to the community center gym
- Must be fully vaccinated for COVID-19 (includes boosters for those eligible).
- Aspire values a positive working environment and culture, highly-impactful and values driven work, and professional and personal development.

*Aspire's Learning Links AmeriCorps program is funded by the Corporation for National and Community Service and the position is contingent upon approved funding.

Aspire Afterschool Learning shall not discriminate on the basis of race, color, religion (creed), gender, age, national origin (ancestry), disability, marital status, sexual orientation, or military status, in any of its activities or operations. These activities include, but are not limited to, hiring and firing of staff, selection of volunteers, selection of vendors, and provision of services.