



**Member Inclusion Coordinator - AmeriCorps Member
Ferguson Crestmont Boys & Girls Club**

WORKING HOURS: Monday - Friday, 2-7 p.m., plus additional hours of planning and meetings totalling 900 hours through May.

MAXIMUM LIVING ALLOWANCE: \$8,100 (Paid out in a bi-weekly stipend)

EDUCATIONAL ALLOWANCE: \$3,097.50 (Awarded upon completion of 900 hours)

DATES: Sept. 1, 2021 - May 31, 2022

BASIC JOB FUNCTION: The Member Inclusion AmeriCorps Member will be responsible for working with Club youth displaying special needs to be included in the mainstream Club programming, with a focus on de-escalation, debriefing and disciplining members with consistent, disruptive behaviors at the Club. The Member Inclusion team will act as behavior management support to front-line staff, stepping in to provide one-on-one attention to behaviors not able to be managed within a program space. The intern may be asked to provide tools, recommendations, and program schedules for the specified youth. They may also assist with other Club responsibilities as needed, including planning or implementing programs, or completing other administrative responsibilities.

This position is funded by the AmeriCorps program of the Corporation for National & Community Service, a government agency that engages more than five million Americans in service through national service initiatives. Upon completion of a 900 hours requirement, you will receive an Education Award. Additional benefits include: bi-weekly stipend, training, and student loan deferment. More information about the AmeriCorps program can be found here: <http://www.indianabgc.org/americorps>

SKILLS/KNOWLEDGE REQUIREMENTS:

1. Demonstrates a high degree of initiative, self-direction and creativity.
2. Demonstrates strong organizational and communication skills.
3. Exhibits professionalism.
4. Maintains excellent working relationships with staff, volunteers and public.
5. Must be able to demonstrate ability to work with people from diverse racial/cultural/socioeconomic backgrounds.

ESSENTIAL JOB FUNCTIONS:

1. Provide behavior management support for program and professional staff.
2. Create tracking systems to encourage positive behaviors in youth and to recognize growth in specific Club members.
3. The Coordinator will be required to work one-on-one with youth, as well as with a small to large groups of youth.
4. Utilize the five (5) elements of positive youth development: a safe positive environment, fun, supportive relationships, opportunities and expectations, and recognition.
5. Build positive relationships with youth, parents, schools, and community.
6. Document disciplinary actions, physical injuries and incidents in the program and report to professional staff.
7. Assist with cleaning, set up and closing down of program areas.
8. Participate in training and staff development activities.
9. Assume other programmatic and administrative duties as assigned.

Boys & Girls Clubs of Bloomington is an Equal Opportunity Employer.

Please send resume and cover letter to jobs@bgcbloomington.org and tcassani@bgcbloomington.org