

Position Title:	Youth Assistance	Service Category:	CORE Susquehanna AmeriCorps
Service Site:	YMCA – Lewisburg	Date Submitted:	
Site Address:	120 Hardwood Dr Lewisburg PA 17837	Travel Required:	No
Compensation:	Living Stipend - \$18,000 Education Award - \$6,895	Service Term:	August 21, 2023 to August 02, 2024
Host Site Supervisor:	Kyle Snyder	Email:	ksnyder@gsvymca.org
Phone:	570-556-4191	Posting URL:	www.coreamericorps.org
Applications Accepted By:		Person and phone to contact for interview if different from supervisor:	
Email Jess Krispin CORE Susquehanna AmeriCorps Program Director jkrispin@union-snydercaa.org			
Member Position Summary			
<p><i>The Mission of CORE Susquehanna is to serve community needs through member service in areas of Healthy Futures, Education, Volunteer Management and Community Service Projects.</i></p> <p><i>In addition to the member position summary and duties, ALL AmeriCorps members are required to participate in CORE AmeriCorps Group Activities. AmeriCorps members may not participate in any activities included in the Prohibited Activities as listed in the 'Partner Site and Member Agreements'.</i></p>			
<p>The Youth Assistant is responsible for providing organized instruction for the children under his/her care. He/she develops lesson plans and implements them according to the set objective. The Youth Assistant is also responsible for supervision and maintaining paperwork of youth staff and youth program participants.</p>			
Duties and/or required training			
<ul style="list-style-type: none"> • Help in the planning and execution of youth programs such as Summer Camp, Afterschool Program, Birthday Parties, Family Nights, Schools Out Program, Friday Fun Nights and more • Expand and develop additional youth programs to create well rounded program offerings • Maintain and oversee all paperwork for youth staff, afterschool and summer camp participants • Oversee in adhering to PA Department of Human Services Licensing Certification Requirements • Oversee Keystone STARS program with maintaining and advancing school age child care program • Meet with program director regularly to discuss plans and upcoming event • Provide consistent discipline policy • Delegate responsibilities to counselors and CIT'S • Communicate with parents as necessary • Perform other duties set by the Youth Director or Associate Executive Director 			
Prohibited Activities			
<p>In order to comply with federal regulations, AmeriCorps members assigned to this site are prohibited from:</p> <ol style="list-style-type: none"> a. Attempting to influence legislation. b. Organizing or engaging in protests, petitions, boycotts, or strikes. c. Assisting, promoting, or deterring union organizing. d. Impairing existing contracts for services or collective bargaining agreements. e. Engaging in partisan political activities, or other activities designed to influence the outcome of an election to any public office. 			

- f. Participating in, or endorsing, events or activities that are likely to include advocacy for or against political parties, political platforms, political candidates, proposed legislation, or elected officials.
- g. Engaging in religious instruction, conducting worship services, providing instruction as part of a program that includes mandatory religious instruction or worship, constructing or operating facilities devoted to religious instruction or worship, maintaining facilities primarily or inherently devoted to religious instruction or worship, or engaging in any form of religious proselytizing.
- h. Providing a direct benefit to a business organized for profit, a labor union, a partisan political organization; a nonprofit organization that fails to comply with the restrictions contained in section 501(c)(3) of the Internal Revenue Code of 1986 except that nothing in this section shall be construed to prevent participants from engaging in advocacy activities undertaken at their own initiative, and an organization engaged in the religious activities, unless Corporation assistance is not used to support those religious activities.
- i. Conducting a voter registration drive or using Corporation funds to conduct a voter registration drive.
- j. Providing abortion services or referrals for receipt of such services; and
- k. Such other activities as the Corporation may prohibit.

Minimum Qualifications (Academic, Physical or Experience)

The Youth Assistant must have at least a high school diploma. Experience working with youth is preferred. He/she must possess the ability to implement daily activities, as well as provide care, structure and discipline for the children under his/her care.

Proposed Weekly Schedule and Required Number of Hours per week.

Will the member be serving vulnerable populations (children, youth, elderly, disabled)?

Yes No

I understand the expectations and requirements of this position. I understand that this position description is an addendum to the AmeriCorps Member Agreement.

Member Name: _____

Signature of Member Accepting Position: _____

Date: _____

Signature of Site Supervisor: _____

Date: _____

Signature of AmeriCorps Staff: _____

Date: _____