

## 2019-2020 AMERICORPS PROMISE FELLOW

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### POSITION DESCRIPTION

**Title:** *AmeriCorps Promise Fellow*  
**Placement Site:** *Legal Rights Center*  
**Contact:** *Chelsea Schmitz, Restorative Practices Lead & Youth Advocate Attorney*  
*cschmitz@legalrightscenter.org, 612-677-2126*  
**Position Type:** *1700 Hours Minimum Required, serving in a 40 Hours/Week capacity*

#### Site Highlight

Are you interested in serving with a team of highly committed youth advocates at a community driven non-profit law firm? If you are interested in restorative practices, youth advocacy, juvenile justice, or social justice, we would love to have you join our team!

#### Legal Rights Center Overview

The Legal Rights Center (LRC) is a community driven non-profit law firm dedicated to serving low income people and people of color. Created in 1970 by a coalition of organized communities of color, with support from major local law firms, the LRC specializes in juvenile and adult criminal defense, and restorative justice practices and advocacy. Promise Fellows serving with the LRC will play a critical role in our work by leading outreach and expansion of our school-based restorative practices. Through our Youth: Education, Advocacy & Restorative Services (Y:EARS) program, the LRC serves youth who are referred for school expulsion, struggling with truancy, and/or are facing potential court involvement. Most are youth of color, living in poverty, and experiencing a very real opportunity gap, leaving them at very high risk for school drop-out. Using an evidence-based restorative practices model, the LRC brings together the youth, family, and school for a restorative Family Group Conference to develop a plan to restore the youth's relationship with their education and support long term success with academics, attendance and behavior. Promise Fellows will be an integral part of the Y:EARS program team and Family Group Conference process.

#### Legal Rights Center Promise Fellow Responsibilities

The Legal Rights Center Promise Fellow will:

- Support students and families to participate in Family Group Conferences.
- Attend Family Group Conferences, take notes, participate, and support ongoing communication with students, families and school staff.
- Support partnered sites to implement restorative Family Group Conferencing and underlying practices.
- Maintain program records and data tracking.
- Assist supervisor in keeping program records and evaluate program and site-specific outcomes, making changes as needed based on evaluation data.
- Join LRC as a fully integrated team member supporting our mission.
- Attend weekly staff meetings and quarterly trainings.

#### General AmeriCorps Promise Fellow Position Responsibilities

- Build and foster strong relationships with their selected students.
- Coordinate and deliver in and out of school time academic enrichment activities with the goal that at least 30 youth in grades 6-12 will experience academic gains.
- Meet regularly with Youth Success Team to review data and identify youth to serve; track student progress; and determine which interventions to connect to individual students or groups of students.
- Develop and organize projects that engage youth participants in service and leadership activities.
- Recruit and/or support community volunteers, including family members, to work with youth participants in areas such as mentoring, tutoring, civic engagement, and college/career exploration.
- Provide attendance and behavior coaching for students targeted for needing assistance as determined through the multi-tiered system of support approach; promote positive behavior expectations.
- Maintain data entry for program records, complete ongoing youth assessments and submit weekly and monthly reports using an online database system with support from site supervisor and site coordinator

- Participate in all required Alliance, AmeriCorps, and Host Site meetings and assignments.

### **General AmeriCorps Eligibility Requirements**

- *Must be at least 18 years old*
- *Have a high school diploma or GED*
- *Be a U.S. Citizen or U.S. National or have status as a Lawful Permanent Resident Alien*
- *If serving in a full time (40 hour/week) capacity, members must be able to maintain a consistent schedule of 40 hours per week throughout their term of service (e.g. not a full-time student or working elsewhere full-time)*
- *Please note that final candidates will be required to successfully pass background checks before being officially enrolled by Minnesota Alliance With Youth.*

### **General AmeriCorps Promise Fellow Qualifications**

- Interest and experience in youth, service, education, and non-profit work
- Strong written and oral communication skills
- Ability to deal effectively with a variety of tasks, priorities, and people in order to meet goals
- Ability to work effectively with people of a variety of backgrounds and cultures
- Self-motivated, able to work in a team, take initiative and work independently
- Ability to present oneself in a highly professional manner and be an ambassador of the program

### **Weekly Schedule**

- Monday-Friday 8:00am-5:00pm, although at times the service day will start earlier or end later.
- 40 hours/week Promise Fellows may NOT be in school full time or have another full time position and serve with the Alliance.

### **Benefits**

*As a **full-term, full-time** AmeriCorps member, Promise Fellows serve in a full-time (40 hours per week minimum) capacity for a total of 1700 hours (minimum) from September 1<sup>st</sup> to July 31<sup>st</sup> (staggered start dates available beyond Sept 1<sup>st</sup>) and receive: Modest Living Allowance (approximately \$636 twice per month, pre-tax); Health and Dental Insurance; Qualified Federal Student Loan Forbearance; Qualified Childcare Assistance; \$6,095 Education Award upon successful completion of service; Ongoing, extensive support and training. Additional benefits information is available at <https://mnyouth.net/>.*

**TO APPLY:** Please visit <https://mnyouth.net/ameri-corps> or contact the site contact listed above

**For general questions about serving as an AmeriCorps member through Minnesota Alliance With Youth, please contact our Recruitment Team at [recruitment@mnyouth.net](mailto:recruitment@mnyouth.net).**

### **Please note:**

- *We are committed to recruiting and engaging individuals without regard to disability, gender, race, religion, or sexual orientation.*
- *This position may not displace another employee or position in any way.*
- *Reasonable accommodations provided upon request for interviews and service activities.*
- *This document is available in alternative formats.*