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| Position Title: | AmeriCorps Member | Service Category:  | CORE Susquehanna AmeriCorps |
| Service Site: | Buffalo Valley Recreation Authority | Date Submitted: | 12/20/19 |
| Site Address: | 815 Market St Lewisburg PA 17837 | Travel Required: | Yes to programming locations |
| Compensation: | Living Stipend - $7,413.00Education Award - $3,047.50 | Service Term: | February 12, 2020 to August 7, 2020 |
| Host Site Supervisor: | Shirley Brough | Email: | director@bvrec.org |
| Phone: | 570-524-4774 | Posting URL: | www.coreamericorps.org |
| Applications Accepted By: Shirley Brough @ director@bvrec.org or through indeed | **Person and phone to contact for interview if different from supervisor:**  |
| Email Dennis Huratiak, CORE Susquehanna AmeriCorps Program Directordhuratiak@union-snydercaa.org |  |
| Member Position Summary*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.**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’.* |
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| **Duties and/or required training** |
| -Support Our Natures Cool Programming with Kindertime, Play Dates, and Special Programming for children from 1-5 within that space.-Support Outdoor Recreation Programming that includes day trips in hiking, paddling, skiing, biking etc. (Safety and Facilitation Training will be given).-Support Outdoor Recreation Programming that include overnight experiences including easy backpacking, camping at state parks, or sleep in’s on the BVRA properties. (Safety and Facilitation Training will be given).-Support Learning to Lead After School Program which is a program to promote leadership development through low ropes challenge course experience and a partnership with civic engagement of the Heiter Center. (Low Ropes Safety and Facilitation Training will be given).-Support Development and implementation of our summer camps for the summer of 2020. We will have 4 summer camp types 1) Natures Cool Camp 3-5 yrs of age, 2) Summer Camp Ages 5-10 3) Adventure Camps 10+ 4) Sports Camps for 5+.-Support Development and Implementation of Summer Swim Lessons (Will Train Staff Member As An American Red Cross Certified Swim Instructor).- Coordinate Special Events as needed such as National Night Out, Races on the Rail Trail, Sleep in’s, and other events as needed.- Programming for 50+ audience from the idea stage to implementation phase.- Programming for 18-49 age group from the idea stage to implementation phase. |
| Minimum Qualifications (Academic, Physical or Experience) |
| * Associates Degree
* Would also consider a strong candidate with High School Diploma
* Programming/Events Management Experience preferred.
* Initiative and Follow Through
* Responsible
* Mature
* Creativity
* Must Pass All Background Checks and Clearances
* Willingness and excitement to work with children
* Willingness to work in outdoor conditions.
* Willingness to program for all age groups.
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| **Proposed Weekly Schedule and Required Number of Hours per week.** |
| Our office is open 8:30-4:30 pm. AmeriCorp staff member will work evenings and weekends to support the programming needs during the spring. In the summer our programming ramps up for programming mostly during the day and early evenings. We will only expect 40 hours a week. Schedule will be flexible but must work with the BVRA staff schedules and program needs. |
| ***Will the member be serving vulnerable populations (children, youth, elderly, disabled)?***[x]  Yes [ ]  No |
| ***Will the contact with vulnerable populations be episodic or reoccurring?***[ ]  Episodic [x]  Reoccurring |
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| *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: |  |

AmeriCorps Member Prohibited Activities Policy

While charging time to the AmeriCorps program, accumulating service or training hours, or otherwise performing activities supported by the AmeriCorps program or the Corporation, staff and members may not engage in the following activities (see 45 CFR § 2520.65):

1. Attempting to influence legislation;
2. Organizing or engaging in protests, petitions, boycotts, or strikes;
3. Assisting, promoting, or deterring union organizing;
4. Impairing existing contracts for services or collective bargaining agreements;
5. Engaging in partisan political activities, or other activities designed to influence the outcome of an election to any public office;
6. 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;
7. 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.
8. Providing a direct benefit to:
9. A business organized for profit;
10. A labor union;
11. A partisan political organization;
12. 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
13. An organization engaged in the religious activities described in paragraph (g) of this section, unless Corporation assistance is not used to support those religious activities;
14. Conducting a voter registration drive or using Corporation funds to conduct a voter registration drive;
15. Providing abortion services or referrals for receipt of such services; and
16. Such other activities as the Corporation may prohibit.

AmeriCorps members may not engage in the above activities directly or indirectly by recruiting, training, or managing others for the primary purpose of engaging in one of the activities listed above. Individuals may exercise their rights as private citizens and may participate in the activities listed above on their initiative, on non-AmeriCorps time, and using non-Corporation funds. Individuals should not wear the AmeriCorps logo while doing so.

**Further Guidance on Prohibited Activities of Providing Abortion Services and Referrals**

Providing abortions services is limited to:

1. Performing abortions.
2. Being present in the room during an abortion in support of the woman or the procedure.
3. Obtaining or providing medications to induce a medical abortion.

Referrals for abortion services is limited to:

1. Scheduling or arranging for an abortion-related appointment, including any pre-procedure appointment required by law to obtain an abortion.
2. Providing or organizing transportation for patients to obtain an abortion when the AmeriCorps member or assigning staff member has actual prior knowledge that the purpose of the visit is to obtain an abortion.
3. Accompanying or providing translation services for patients obtaining an abortion.
4. Providing counseling or support before or during the procedure, including explaining what the procedure will be like, explaining what’s required to obtain an abortion in a given state, explaining or obtaining signed abortion consent forms from clients interested in abortions, negotiating fees or insurance coverage for a particular abortion, or other activity that promotes or encourages abortion.
5. Providing information such as the name, address, website, telephone number, or other relevant factual information (such as whether the provider accepts Medicaid, etc.) about an abortion provider.
6. Promoting or encouraging use of abortion as a method of family planning.