

# YOUTH INITIATIVE

OF ADAMS COUNTY

## AmeriCorps VISTA Middle Grade Math Collaborative Action Network (CAN) Coordinator

7.9.18

**SUMMARY:** [Youth Initiative of Adams County \(ACYI\)](#), a fast-paced, dynamic local nonprofit that works to MOBILIZE and support a Partnership of stakeholders, who have agreed to work together to increase the success of children and youth and eliminate disparities from Cradle through Career, is hiring an AmeriCorps VISTA Middle Grade Math Collaborative Action Network (MGM CAN) Coordinators. The MGM CAN Coordinator will support the Partnership in its collective efforts to reach targets set in [Outcome Areas](#). The CAN Coordinator will serve as a member of the [ACYI Backbone Team](#), supporting one [Collaborative Action Networks \(CAN\)](#) as a project manager, neutral facilitator, [Continuous Improvement](#) and data coach, and with communications support that focuses on equitable outcomes. ACYI is an equal opportunity employer.

**STATUS:** Full-Time, 1 FTE / 40 Hours, Non-Exempt - This is an [AmeriCorps VISTA](#) position. FLEXIBLE START DATE.

**REPORTS TO:** Chief Operating Officer

**WORK LOCATION:** ACYI's Satellite Office at Community Reach Center at 1870 W 122nd Ave, Westminster, CO with some travel to our home office at Adams 12 Five Star Schools, as well as throughout the Adams County community, the Denver Metro area and occasionally to trainings within the US.

**KEY RESPONSIBILITIES:** Help support a network of cross-sector partners who are working together to improve educational outcome areas and eliminate disparities on behalf of children and youth by providing project management support to one of our Collaborative Action Networks (CANs), with the explicit goal of improving the cradle to career success of children and youth in our community and eliminating disparities. **Job duties include, but are not limited to...**

### Partnership Support:

- Work with the COO and the ACYI Team to design CAN meetings, trainings, and support that move the Partnership from talk to action
- Focus on equity in meeting design and process construction, including authentic youth engagement
- Oversee logistics for CANs, meetings, etc.
- Assist in bringing and collecting population level data regarding cradle to career areas
- Provide neutral facilitation and continuous improvement coaching to partners
- Facilitate and support data coaching for partners
- Stewarding relationships among partners and the work
- Align resources to support the Partnership in affecting cradle to career outcomes
- Ensure that discussions, document decisions, and action commitments are tracked and shared within the CAN
- Work to ensure The Partnership engages necessary leadership throughout the collective impact and continuous improvement processes
- Inform The Partnership of progress on outcomes
- Support equity lens in all efforts
- Connect and share local, state, and national best practices, policy and resources to enable and sustain improvement
- Willing and able to represent ACYI at community and national functions
- Other duties as assigned

### Communications:

- Share stories of impact & lessons learned
- Complete briefs and updates

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- Maintain email distribution lists for CANs

## **REQUIRED QUALIFICATIONS:**

Bachelor's degree required; strong analytical and problem solving skills; ability to work well with large and diverse teams; knowledge and experience in project management and organizational skills; proficiency in MS Office; ability and desire to work in a fast-paced, dynamic work environment, passion for and commitment to working with racially diverse communities; passion for and commitment to youth engagement.

## **DESIRED QUALIFICATIONS:**

Knowledge and demonstrated success in: education; supporting community relationships; experience in Continuous Improvement and Results Count or willingness to learn; experience in meeting facilitation; familiarity with the collective impact framework or willingness to learn; bilingual or multilingual; and working in an ever-changing, complex environment.

## **COMPENSATION AND BENEFITS:**

[AmeriCorps VISTA](#) members focus on building sustainable programs. They strengthen and support organizations by building infrastructure, expanding community partnerships, and securing long-term resources rather than through the provision of direct services.

1. In exchange for 12 months of service, AmeriCorps VISTA members will be eligible to receive-- A living stipend of \$15,994 (pre-tax) dispersed over the 12 month service term\*
2. Loan forbearance or deferment during the 12 month service term for qualified student loans\*
3. Upon completion of service, VISTAs may choose to receive EITHER: 1) an education award of \$5,550 to be used to pay back qualified student loans or pay future tuition; OR a \$1,500 (pre-tax) end-of-year cash stipend\*
4. Free healthcare coverage (vision and pre-existing conditions not included; dental coverage is limited to emergencies)
5. A child care subsidy
6. Vacation time: 10 personal days, 10 sick days, and any holidays off that your service site honors\
7. Skills development for non-profit or public sector career
8. Some subsidized transportation for service-related travel
9. A relocation allowance and reimbursement of some shipping costs for VISTAs moving over 50 miles to serve in Adams County, CO
10. 1 year of non-competitive eligibility for federal jobs
11. So much more!

\*Please note that the living stipend, education award, and interest repayment (of interest accrued during loan forbearance) are all considered taxable income.

\*\*Also note that VISTA members CANNOT hold secondary jobs or make additional income during a VISTA service term.

For details about AmeriCorps VISTA healthcare benefits, please visit <http://www.vistacampus.gov/healthcare>.

## **APPLY:**

<https://my.americorps.gov/mp/listing/viewListing.do?id=80990>