



POSITION TITLE: AmeriCorps Volunteer

PROGRAM: Early Childhood Program

Organization Background: The Seward Park Audubon Center connects people of all ages in our local community to the natural world with the goal of leading them to take conservation actions throughout their lives. The Center strives towards this mission by helping a diverse mix of youth and adults cultivate wonder and develop an insatiable curiosity in the natural world.

Program Description: The Early Childhood Program guides young children and their parents and caregivers on outdoor exploration activities aimed at utilizing unique urban ecosystems to enhance cognitive and emotional development necessary for long-term academic and professional success. The programs combine stories, song and movement to practice the art of wandering and imaginative play. During the programs, parents and caregivers also learn and practice skills in outdoor education, and how to guide explorations on their own.

Position Description: We are seeking an organized and self-motivated volunteer (AmeriCorps Member) to develop and deliver early childhood programs serving local children and families. The Member will develop curriculum kits, which are easy and accessible for staff and volunteers to use. The Member will engage volunteers in the development, use and enhancement of the kits. The Member will also strengthen relationships with partnering organizations by delivering programs at their sites, and by engaging in community outreach activities like tabling, attending meetings and social media.

Key Functions:

1. **Program delivery:** Deliver three early childhood programs per week, one of which will be delivered to a partner organization
2. **Program development:** Develop curriculum kits to increase the capacity of volunteers to deliver programs and decrease the time needed for preparation and curriculum development
3. **Volunteer management:** Recruit and train volunteers, and engage them in evaluation and development of curriculum and materials
4. **Community Outreach:** Strengthen partnerships with local organizations through program delivery, networking and outreach activities such as announcements, attending events, tabling and social media
5. **Documentation:** Collect, document and report qualitative and quantitative data associated with the program

Additional Responsibilities:

1. Communicate with staff and volunteers the resources and support needed for short and long term program success
2. Submit quarterly reports to include stories and photos of service
3. Provide administrative support to education programs, such as data entry, material preparation and logistics coordination

Service Conditions:

Seward Park Audubon Center is located at Seward Park with 277 acres of urban forest and shoreline habitat. The office and indoor classroom space will offer a work station where the member will develop programs. Programs will be delivered outdoors in all weather conditions, unless deemed to be unsafe. Outdoor amenities are limited. At times, the member will be delivering programs or conducting outreach with organizations in the surrounding community. Transportation costs will be reimbursed.

Work Schedule is Tuesday through Saturday between 8:30am and 5:30pm

Desired Qualifications:

Demonstrated interest in outdoor education, environmental stewardship and/or early childhood education

Comfortable speaking and interacting with people of diverse backgrounds and languages

Interest in working at a field office of a nationally recognized non-profit

Ability to work in all weather and outdoor conditions

Ability to walk up to 2 miles and lift 15 lbs

Experience with MS Office Suite and internet-based research

Benefits:

Members will receive the following for their service:

1. Living stipend of \$1,195 per month provided by Washington Service Corps (before taxes)
2. Training and experience
3. Subsidized childcare provided by GAP Solutions Inc. (if qualified)
4. Health Insurance (member only and only if no other health insurance coverage)
5. Student loan forbearance (on qualifying loans)
6. \$2,865 Education Award provided by National Service Trust (upon successful completion of service term commitment and 900 hours of service)

Eligibility Requirements:

1. An individual must:
 - a. Be a US citizen, US National or Lawful Permanent Resident Alien of the US;
 - b. Be at least 17 years old (for members under 18, you must obtain parental or guardian consent for participation in the program);
 - c. Have a high school diploma or its equivalent (GED) before using the Segal Education Award.

2. An individual must meet criminal history background check requirements. According to AmeriCorps regulations, in order to serve as an AmeriCorps member, and individual cannot:
 - a. Be required to register on the National Sex Offender Registry;
 - b. Have been convicted of murder, as defined in section 1111 of title 18, United States Code
3. An individual applying to serve a subsequent term of service must have received at least a satisfactory performance rating on their final evaluation from their most recent term of service.

To Apply:

Contact mgonzales@audubon.org or 206-652-2444 x107 to request application