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***Position Title***

**Name and place of Sponsoring Organization**

This AmeriCorps position will serve as part of CEDO’s EACH Youth AmeriCorps program. Our members will receive training and provide direct service to support the program goals to expand culturally appropriate youth programming and family supports to close opportunity gaps, support school engagement for youth graduating ready for career or further education, and keep youth safe, on track, and given access to opportunity. Our members will provide innovative responses to pressing community problems with city departments, state agencies, education institutions and nonprofit organizations in Burlington, Winooski, and surrounding areas of Chittenden County. At the end of the program year AmeriCorps members will be responsible for improved academic engagement and increased community connections for access to employment, internships, training and education for youth.

Your Organization's Mission

Goal of Position & Service Projects

**Key Responsibilities:**

Key responsibilities members are expected to fulfil (may be in bullet form)

**Secondary Responsibilities :**

Secondary responsiblities of Position: Are second to essential functions, negotiable, as time allows (may be in bullet form)

**Skills and Qualifications:**

Skills and Qualitfications/requirements (may be in bullet form)

**Minimum Qualifications:**

* US citizen or have permanent resident status
* At least 18 years of age upon entering the Pre-Service Orientation (no upper age limit), or 17 years of age with written parental permission;
* High school graduate or have a GED certificate, or be willing to work towards GED as part of service-year successful completion requirement.
* Has not been convicted of murder or required to be on a sex offender registry, and is willing to undergo a National Service Criminal History Check
* Commitment to the goals of the CEDO’s EACH Youth AmeriCorps program
* Additional Minimum Qualifications

**Additional Information:**

Service Conditions (Identify the conditions under which the position must be accomplished (e.g. Service is to be performed primarily in a setting with young families, in an office setting, irregular hours, etc.)

Positions begin September 4th, 2017 and end August 17th, 2018.

This position is: (check one)

\_\_**Full Time position** requires 1,700 hours (average 40 hours per week) for one year. Member benefits include a living allowance of $14,000 (pre-tax), and an education award of $5,775 (pre-tax) upon successful completion of service. Other benefits include health insurance, federal school loan forbearance, and substantial training opportunities.

**\_\_Half Time position** requires 900 hours (average 20 hours per week) for one year. Member benefits include a living allowance of $7,406 (pre-tax), and an education award of $2,888 (pre-tax) upon successful completion of service. Other benefits include federal school loan forbearance, and substantial training opportunities.

This position (check one)

\_\_does

\_\_does not

have recurring access to vulnerable populations (youth, persons over 60, individuals with disabilities).

**To Apply**: Send a resume, cover letter and two (2) references to CEDO’s EACH Youth AmeriCorps Program americorps@burlingtonvt.gov **Please send as one PDF document with email subject line listing the position title.**

Application deadline for member: July 28th is the latest and will be the default if one is not selected.

Additional information on AmeriCorps is available at [*www.americorps.org*](http://www.americorps.org) *.*

**The Community and Economic Development Office of The City of Burlington sponsors this position through the AmeriCorps program and will not tolerate unlawful harassment or discrimination on the basis of political or religious affiliation, race, color, national origin, place of birth, ancestry, age, sex, sexual orientation, gender identity, marital status, veteran status, disability, HIV positive status or genetic information. The City is committed to providing proper access to services, facilities, and employment opportunities. For accessibility information or alternative formats, please contact 802-865-7516.**