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***Early Literacy Outreach Specialist***

**Fletcher Free Library**

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.

The Fletcher Free (FFL) is Burlington’s public library and stands to inform, enrich and nurture a community of lifelong learners. The FFL serves the diverse needs of the Greater Burlington Community. FFL believes that it is important to understand and celebrate our human diversity. FFL strives to use literacy promotion, programming, information gathering and work with the community to this end and adheres to the ethics and principles stated in the American Library Association Library Bill of Rights.

The member will serve with Fletcher Free Library staff to develop and implement an early literacy outreach program for home-based day cares & preschools in the Burlington area. Fletcher Free’s Outreach Program for Early Literacy (OPEL) focuses on Kindergarten readiness. The OPEL includes indicators that measure Kindergarten readiness as defined nationally and in by the Vermont Agency for Education (<https://www.aft.org/sites/default/files/t2k_schoolreadiness.pdf> and <http://education.vermont.gov/sites/aoe/files/documents/edu-early-education-ready-4-kindergarten-survey-fast-facts.pdf>). The home-based child cares and the preschools selected for Library outreach serve new Americans, low-income families and other underserved populations. The program is designed in collaboration with the Burlington School District and the preschools receiving outreach. The program also includes a long term library connections component that strives to bring children and their families into the library regularly.

The goal of this position is contribute to the kindergarten readiness of children in participating home-based childcares and preschools, and to undertake special projects throughout the year.

**Key Responsibilities:**

The member will support the development of the OPEL collaboratively with Fletcher Free staff and partners. The member will implement the program, visiting 8 sites per week providing the following:

OPEL services to the children:

* Quality story times including visual art, music, singing and movement
* Additional literacy programming for math and social/emotional awareness
* Book exchange deliveries

OPEL services to the parents & caregivers:

* Child development and early literacy education
* Early Literacy home projects
* Library services instruction
* Incentive based programming for library connections

OPEL services to childcare providers:

* Early Literacy instruction
* Early Literacy lesson plans and manipulatives
* Library services instruction
* Incentive based programming for library connections

The member will take part in AmeriCorps service opportunities and also create direct service youth special projects throughout the year.

**Skills and Qualifications:**

* Experience ofand able to interact with small children which includes reading aloud, singing, assisting with art making
* Experience of service children and families preferred
* Able to use computers and understand how to use the internet as well at the Microsoft Office Suite, including Outlook
* Reliable transportation to outreach sites.
* Able to lift 30 Lbs. of boxes of books or equipment
* Ability to see, hear, and speak clearly

**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
* College Degree

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

This position is: (check one)

X\_**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)

\_X\_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](mailto: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.**