



About the We All Belong AmeriCorps Program

Vermont's population is becoming more diverse and reflective of a global citizenry. The We All Belong Program works with Burlington area non-profits, schools and city departments to help **create inclusive workplaces** and to offer more culturally competent **services, events and programming** for Burlington's increasingly diverse community. The City of Burlington seeks to address issues of race and gender inequity by making organizational shifts in programs and services. AmeriCorps* State members support these shifts by serving with a participating agency as a full or part-time volunteer.

Position Title: Equity Data Report and Hiring Support Specialist, Part Time Position Burlington School District (BSD)

The Burlington School District is actively working to create an environment where all children can thrive. In 2012 BSD completed its for Equity and Inclusion report that identified achievement gaps persist based on race, class and other identities. This AmeriCorps member will be part of the Diversity, Equity and Community Programs office to address this issue. They will assist the Director of Diversity Education and Engagement with the annual review of student achievement and identify actions for the district. The member will serve in a coordinating role for the Equity Data Report Advisory committee to track data and create an annual Equity and Inclusion Report. The member will also assist the Senior Director of Diversity, Equity and Employee Relations with recruitment and hiring of Burlington School District teaching staff. The District seeks to have a staff that reflects of the diversity of our student body. The AmeriCorps member will support the hiring process and monitor hiring teams to ensure an equitable process. In addition, the member will conduct outreach and support for new teachers support teacher retention.

Key responsibilities will be to:

- **coordinating** meetings and communicate with the Equity Data Report Advisory committee
- **collecting** data for analysis
- **Exploring** cultural competency tools and examples of diversity and equity initiatives
- **Participate** in hiring processes
- **Observe** hiring teams to ensure process is equitable
- **Research** tools, resources, and examples that help advance diverse hiring practices in the District
- **Outreach** to new teachers to improve retention

The member would need to have good writing and communication skills. He or she will also need to have basic word processing and must be a fairly organized individual. Most importantly, we are looking for individuals that have excellent interpersonal skills, are culturally competent and have a sincere passion for diversity and inclusion work.

Skills and Qualifications

- **Direct:** Experience working with people from diverse backgrounds
- Experience **collecting data** and communicating in accessible ways
- **Self-direction:** ability to take initiative and be self-sufficient in a large fast moving system
- **Communications:** skilled in speaking directly but sensitively about issues of race, class, gender, sexuality, and other aspects of diversity and oppression within an institutional framework

- **Collaborative spirit:** ability to lead and work as an integral part of a team of energetic and committed people
- **Commitment:** to addressing dynamics of power, privilege and oppression on an individual and institutional level
- **Education level:** no specific educational degree is required

AmeriCorps Benefits:

Full Time AmeriCorps positions are 1700 hours of service from September 2014 thru August 2015. Member benefits include a \$12,300 living allowance and a \$5,645 Education Award (upon successful completion of service) that may be used for qualified educational expenses or payment of qualifying student loans. We All Belong AmeriCorps* members join a team of 16 other members, each serving in agencies and organizations across the Burlington, VT area.

If you need an accommodation please call 802-865-7144 or for more information on the program see our website: <http://www.burlingtonvt.gov/CEDO/AmeriCorpsState-Program>

How to Apply

Send a resume, cover letter and two (2) references to Marcella Gange, Interim Program Director. **Please send as one PDF document with email subject line listing the position title to mgange@burlingtonvt.gov.**