

## **TITLE: AmeriCorps Position: Montgomery County Public Schools Study Circles**

**Type of Position: Full Time – 1700 hours per year**

<http://www.montgomeryschoolsmd.org/departments/studycircles/>

### **PROGRAM DESCRIPTION**

Cultural and racial differences sometimes get in the way of student achievement and parent involvement in Montgomery County Public Schools. They affect the way students learn, the way teachers teach, and the way communities connect with schools. Montgomery County Public Schools' Study Circles Program helps schools address these challenges by bringing parents, teachers, and students together from varied backgrounds. Trained facilitators help participants talk, build relationships, develop a better understanding of the challenges, and plan action steps to help all students succeed.

### **POSITION DESCRIPTION**

AmeriCorps volunteers are responsible for assisting in all aspects of implementing our program. One position (a full-time opportunity) is available. We need people who have or are willing to develop skills in the following areas:

- Parent Outreach Provide information about the program to interested parents in person and over the phone. Ability to build relationships and connect with others across different racial/ethnic/cultural backgrounds a must.
- Organizing and Logistics Plan for facilitator trainings, orientation sessions and study circles. Event planning experience is helpful. Ability to be detail oriented while juggling multiple priorities.
- Communication Strong verbal and written communication skills are a must. Pleasant phone manner necessary. Computer experience is not necessary, but preferred.
- Evaluation Experience with or willingness to learn about assessment methods. An ability to use a combination of surveys and interviews to evaluate the program's assessment.
- Facilitating Lead and assist in dialogue sessions on race and student achievement with a varied combination of students, staff, and parents.

### **QUALIFICATIONS**

- Able to adapt to changing priorities in a fast-paced work environment
- Passion and belief in the right of every child to an excellent education and that
- Pleasant phone manner; friendly, upbeat, can-do attitude
- Able to work with people from a variety of racial/ethnic/cultural/educational/class backgrounds
- Organized, efficient work style; patient and determined work ethic
- Ability to occasionally attend evening events at schools around Montgomery County

**For more information and specific job descriptions, please go to our website**

<http://www.montgomeryschoolsmd.org/departments/studycircles/>

### **BENEFITS:**

- 1) Metro & Bus Line Accessible (Red Line – Rockville, Q2 bus)

- 2) AmeriCorps living allowance, education award and health insurance. Click [here](#) for information on Project CHANGE and [here](#) for background on benefits
- 3) An opportunity to gain organizational, event planning, networking, facilitation, and leadership skills.
- 4) Opportunity to work in partnership with one of the foremost school systems in the country, helping to eliminate the racial achievement gap.