



Position Title:	4-H SPIN Club Coordinator	Category:	AmeriCorps Service Member
Host Site:	Tuscola County	Site Supervisor:	Katie Cooper
Stipend:	\$6,996 (pre-tax)	Education Award:	\$3,047.50 (pre-tax)
Position Type:	Half-time, 900 hours	Dates of Service:	October 2019-August 2020

ROLE AND RESPONSIBILITY

The 4-H SPIN Club Coordinator will be responsible for delivering SPIN club programming to area schools and/or community partners.

Tasks will include:

- Planning and organizing 10 4-H SPIN (special interest) clubs with volunteers that focus on science, technology, engineering, arts, and math (STEAM) topics and utilize the 4-H SPIN Club guide, planning worksheet, and record of finances
- Engaging between 50 and 60 new youth in 4-H SPIN club programming
- Recruiting, screening, and training 10 volunteers to serve as club leaders, to provide guest programming, or to otherwise support 4-H SPIN Clubs and associated activities
- Hosting quarterly family engagement nights
- Collecting data and submitting reports to the Site Supervisor and to the 4-H STEAM Corps Program Manager

MINIMUM QUALIFICATIONS

- At least 21 years of age
- U.S. citizen, U.S. national or lawful permanent resident of the U.S.
- Possess a high school diploma or GED equivalent
- Pass the following checks: ICHAT, National Sex Offender Public Website, HireRight, FBI Fingerprinting, and any additional checks based upon State of Residence

PREFERRED SKILLS

- Experience working with diverse (multiple ages, ethnicities, religions, etc.) populations
- Excellent verbal and written communication skills
- Passion for science, technology, engineering, art, and/or math (STEAM)
- Knowledge of youth development, volunteer recruitment and management
- Outgoing, confident and able to work in a fast pace environment

WORK ENVIRONMENT

Local travel is a regular part of this position, members must have reliable transportation to programming sites and MSU Extension offices in their host county; carrying educational materials, equipment, etc. up to 25 lbs

COMPENSATION

Members will receive a living allowance of \$6,996 (pre-tax) to be distributed bi-weekly throughout their service term as well as student loan forbearance for qualified loans. Upon successful completion of service, an education award in the amount of \$3,047.50 will be issued. Members will serve 20 hours/week.

Interested candidates should submit a resume and cover letter to Katie Cooper at coope305@msu.edu by 09/06/19.

MSU is an affirmative-action, equal-opportunity employer, committed to achieving excellence through a diverse workforce and inclusive culture that encourages all people to reach their full potential. Michigan State University Extension programs and materials are open to all without regard to race, color, national origin, gender, gender identity, religion, age, height, weight, disability, political beliefs, sexual orientation, marital status, family status or veteran status. Persons with disabilities have the right to request and receive reasonable accommodations.