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| Position Title: | 4-H SPIN Club Coordinator | Category: | AmeriCorps Service Member |
| Host Site: | Clare and Gladwin Counties | Site Supervisor: | Alex Schunk and Melissa Preston |
| Stipend: | \$13,992 (pre-tax) | Education Award: | \$6,095 (pre-tax) |
| Position Type: | Full-time, 1700 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 20 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 100 and 120 new youth in 4-H SPIN club programming
- Recruiting, screening, and training 20 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

This position requires driving as a regular part of the position; carrying educational materials, equipment, etc. up to 25 lbs

COMPENSATION

Members will receive a living allowance of \$13,992 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 \$6,095 will be issued. Members will serve 40 hours/week.

Interested candidates should submit a resume and cover letter to Alex Schunk and Melissa Preston at schunkal@msu.edu and prest142@msu.edu by 09/06/19.

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