



**The Corps Network’s
AmeriCorps EAP 2021-2022
Christodora AmeriCorps
QT Member Position Description**

Christodora, a 124-year-old nonprofit, nonsectarian organization, based in NYC, seeks AmeriCorps Outdoor Educators (OEs) to work at its Manice Education Center (MEC) located in the heart of the Berkshire Mountains of Western Massachusetts on a 200-acre wooded campus. This is an exciting opportunity to contribute to an environmental and expedition (backpacking and canoeing) education program for up to 1,200 youth from New York City.

Each summer, MEC offers a full season of environmental and expedition (backpacking and canoeing) courses for NYC youth in grades 6-12 with approximately 40 campers at each of the typically five sessions.

Enjoy living and working in a phenomenal setting for nature enthusiasts and outdoor adventurers in a forested playground, sandwiched between multiple state forests, rivers, and ponds. This role is especially applicable for guides, facilitators, teachers, learning specialists, mentors, paraprofessionals, interpretive rangers, adventure guides, youth development specialists, and those looking to prepare for these roles.

Staff work closely in a supportive atmosphere and teach small, mixed-gender groups of 12 youth in all types of weather (there is no bad weather, only bad planning!) in forest, mountain, and pond settings. The MEC staff lives in similarly rustic housing as students from Monday through Thursday each week: large, canvas-walled tents on top of large wooden platforms that can fit up to eight beds.

Member Name	<i>[INSERT NAME AS APPEARS ON FORMAL DOCS]</i>
Member Title	AmeriCorps Outdoor Educator
Program Name	Christodora
Site Location	Manice Education Center 68 Savoy Rd Florida, MA 01247
Purpose	<p>Christodora’s vision is to expand access to nature, learning, and leadership opportunities for youth from NYC. Christodora’s mission is to encourage the positive academic and developmental growth of youth from NYC through stimulating environmental education and challenging outdoor programs.</p> <p>EAP members serve an integral role toward fulfilling this vision and mission at the Manice Education Center by teaching environmental education, leading service projects to improve publicly used wilderness areas and trails, and fostering the social-emotional growth of youth from NYC.</p>
Description of Duties	<p>Adhere to the rules, regulations (including not participating in any Prohibited Activities as fully listed in the AmeriCorps Member Service Agreement), and code of conduct as specified in the AmeriCorps Member Handbook as well as the Christodora/Manice Education Center Policy and Procedure Manuals in performing any and all duties assigned.</p> <p>In particular, submit signed/dated timesheets on a bi-weekly basis as</p>

	<p>directed by your supervisor and immediately report any injuries sustained during authorized service activities to your supervisor*.</p> <p>Commit and adhere to all applicable government and professional guidance to control the spread of covid19, a communicable respiratory disease that can cause illness and death, in an effort to lead the safest and healthiest camp community possible in 2021*.</p> <p>Additionally assigned duties may include some/all of the following:</p> <p>Teach environmental education</p> <ul style="list-style-type: none"> • Demonstrate an emerging, or greater, competency in basic ecological and environmental concepts • Develop and deliver environmental education opportunities for students, ages 11-18, that are student-centered, problem-based, experiential, and challenging through the creation and implementation of daily Discovery Activity Plans (DAPs) • Understand and apply curricular content in an experientially engaging way for students* <p>Lead service projects to improve wilderness areas, trails, and waterways open to the public</p> <ul style="list-style-type: none"> • Past experience in outdoor and/or stewardship settings • Past experience working with youth from urban areas • Supervise and facilitate community service opportunities, including, but not limited to trail maintenance and restoration projects • Maintain accurate and detailed records of trails traveled, treated, improved, etc. • Transport no more than one-third of body weight in materials for service projects and daily living* • Safely lead groups on both day and extended backcountry excursions* • Assess and manage risk on a continual basis toward protecting the safety and health of students, staff, community, and beyond • Assist with basic upkeep of MEC facilities, i.e. weekly chores not to include construction, capital improvements, etc. <p>Foster social-emotional growth of youth from NYC</p> <ul style="list-style-type: none"> • Overnight supervision of students in cabin-style, platform canvas tents* • Mentor, support, and empower Wilderness Teaching Assistants • Awareness of conflict resolution techniques and commitment to employ principles of restorative justice and positive reinforcement <p><i>*Indicates an essential job function.</i></p>
Qualifications	<p>Preferred</p> <ul style="list-style-type: none"> • Demonstrated teaching, service, or stewardship experience • Certifications in any/all of the following: Wilderness First Aid (WFA); CPR/AED; and/or waterfront lifeguarding • Proficiency in second language; Spanish preferred • Driver’s license

	<p>Required</p> <ul style="list-style-type: none"> • Energetic, friendly, patient, flexible, outgoing, and motivated candidates who are passionate about serving urban youth in residential environmental stewardship programming • 17yo or older; minimum HS diploma/GED or working to obtain such • Pass a National Service Criminal History Check • Be a citizen, national, or lawful permanent resident alien of the United States
Term of Service	<p>June 9 – August 28, 2022 Quarter-time – minimum 450 hours Eligibility to earn a Segal AmeriCorps Education Award of \$1678.57 upon the successful completion of the term of service</p>
Time Requirements	<p>A typical service day is ten (10) hours, 7:30-19:30 A half-hour mid-day break is included during service days that does not count toward the total term hours (see above).</p>
Orientation and Training	<p>Members take part in a 90-hour AmeriCorps Orientation to and training with MEC that includes, but is not limited to:</p> <ul style="list-style-type: none"> • AmeriCorps Overview • The Corps Network Overview • AmeriCorps Mission and Goals • Branding and Identification • Prohibited Activities • Other Policies (Drugs, Conduct, Harassment, Civil Rights, etc.) • Timesheets/Timekeeping • Tools and Safety • Member Development and Team Building • Supportive Services • Education and Training • Service Project Data Collection, Tracking, and Reporting • Education Award and Non-Traditional Uses • Life After AmeriCorps • Leadership Development • Covid19 Safety Precautions and Protocols
Benefits	<p>Segal AmeriCorps Education Award of \$1678.57</p> <ul style="list-style-type: none"> • upon successful completion of term of service • Housing and meals while at MEC and on service projects away from MEC • Weekly living allowance, paid bi-weekly • Student loan forbearance, if qualified
Evaluation and Reporting	<ul style="list-style-type: none"> • Outdoor Educator competency checklist • Individual Development Plan (IDP) • Bi-weekly timesheets • Narrative reports
Supervisor	Brett Billings

	Manice Education Center Director, he/him/his 68 Savoy Rd, Florida, MA 01247 Office: 413.663.8463 Cell: 917.558.1912 Fax: 866.610.8425
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AmeriCorps Member Printed Name

AmeriCorps Member Signature

Date

Christodora AmeriCorps Director Signature

Date

Parent/Guardian Signature – *if Member is under 18*

Date