

## Campus Compact of Oregon

### Connect2Complete AmeriCorps Member Position Description

<b>Position Title:</b>	Participatory Evaluation Ethnographer (Family-Focused)
<b>Hours of Service:</b>	Schedule is flexible, but given the nature of working with families, this position requires some evenings and weekends. Ideal schedule will likely be 11am-7pm or 12pm-8pm M-F with some weekend hours (At least 1,700 hours over the 10.5 month term of service)
<b>Position Duration:</b>	September 1, 2022—July 31, 2023
<b>Placement Site:</b>	Portland Public Schools

**Summary of Position:** The primary function of the Family Ethnographer is to engage families who are involved in GEAR UP services in telling their story. The Family Ethnographer will: (1) attend, observe, and participate in a variety of GEAR UP family activities, including BUILD parent meetings, workshops, trainings, parent institutes, and others; (2) conduct outreach by phone, text, email to participants; (3) coordinate the logistics of and facilitate interviews and/or focus groups with families to hear about their personal experiences with GEAR UP, BUILD, and the education system; (4) develop and support the Community Meaning Making data sessions, where the community is invited to engage with the data; and (5) engage with the GEAR UP Evaluation Team to stay grounded in the mission and ethos of the Participatory Evaluation model.

#### **Responsibilities and Related Tasks:**

- Attend, observe, and participate in a variety of GEAR UP family events, including BUILD parent meetings, workshops, trainings and parent institutes, and others
- Conduct active outreach to families inviting their participation and coordinating logistics for interviews, focus groups and observations.
- Facilitate interviews and/or focus groups with families to hear about their personal experiences with GEAR UP, BUILD, and the education system
- Develop and support the Community Meaning Making data sessions
- Engage with the GEAR UP Evaluation Team to stay grounded in the mission and ethos of the Participatory Evaluation model.
- Work collaboratively as part of the GEAR UP Evaluation team to coordinate logistics of interviews, focus groups, and analysis.
- Participate as a full member of the GEAR UP team and attend training, all-team summits and other regular meetings as required.
- Engage in personal reflection Campus Compact of Oregon AmeriCorps Member

#### **Campus Compact of Oregon AmeriCorps Member Responsibilities:**

- Attend all Campus Compact of Oregon required trainings and events, including orientation, monthly webinars, in-service trainings, graduation, regional cohort meetings and others
- Complete and submit all Campus Compact of Oregon required progress reports, timesheets, and other paperwork
- Create at least 2 service opportunities for students and volunteers (i.e. participation in MLK Day of Service or hosting a training for all mentors)

#### **Required Qualifications:**

- Must be 18 years or older

- Experience working with families, parents, and/or guardians
- Intercultural skills which allow for effective work across race, class, gender and other dimensions of positional identity
- Strong initiative; must be a self-starter with ability to collaborate and creatively problem solve in a team environment
- Strong organization, written and oral communication skills
- Basic office computer skills, including word processing, spreadsheets and slideshows
- Enthusiasm for advocacy, own voices, and storytelling
- Willingness to engage in personal reflection, share personal journeys, and participate in conversations about racial justice and equity

**Preferred Qualifications:**

- An AA, BA/BS or Certificate of Completion in an apprenticeship or trade program, or other relevant experience to working with families, parents, guardians, in evaluation, and/or with community organizing work.
- Having a connection to the communities we serve, especially with families of Jefferson, Roosevelt, and/or McDaniel high schools
- Bilingual in Spanish, Vietnamese, or Somali
- Believes that parents are key partners in their student(s)' educations
- Academic knowledge of critical theory and race relations in the United States
- Experience applying an equity lens

**Benefits:**

- Living stipend of \$32,000, distributed bimonthly over 11 months
- Transportation stipend up to \$1500 total for a service term that may be used for:
  - Mileage incurred traveling to school sites and/or
  - Tri-Met HOP pass
- Basic health care plan (if not eligible for OHP or alternate insurance) covered by Campus Compact of Oregon
- Education Award of \$6,345 upon successful completion of service (this can be used to pay for future tuition or existing student loans)
- Forbearance of interest accrual on qualified student loans
- Competitive advantage in applying for federal jobs
- Training and professional development opportunities with host and Campus Compact of Oregon
- Access to an extensive network of AmeriCorps Alums