

Campus Compact of Oregon AmeriCorps VISTA Member Position Description

Host Site Name: The Shadow Project
Location: 2154 N.E. Broadway, Ste 130 Portland, OR 97232
Website: www.shadow-project.org
Position Title: Family Connections Specialist

Summary of Position and Project Goal:

Help break the cycle of poverty for low-income students with disabilities. Join The Shadow Project, the nation's only nonprofit that teams with educators to advance educational equity for students with disabilities such as dyslexia, ADHD and autism. The AmeriCorps VISTA member will help build the organization's capacity to turn school into a place where children who learn differently can thrive. The ideal candidate will have experience working in collaboration with communities impacted by systemic racism and poverty, and experience working with children and families. This position is the first year of an exciting three-year project to develop culturally responsive family literacy programming that centers the inherent strengths of children and families. The member will have an opportunity to create new community connections and establish new systems to grow our impact in the Portland Metro area and Salem, and further our goal to serve children across the state. This position will work approximately 50% on site in schools, 20% in Shadow Project offices in NE Portland, and 30% remote (if desired).

Essential Responsibilities/Activities:

- Build partnerships with culturally-specific, disability-led, and parent-led organizations to assess family needs and capacity to engage with at home literacy activities
- Develop relationships with families of Shadow Project students, who are diverse in race, culture, gender identity, and socio-economic status to understand their needs and build trust in participating in Shadow Project programs
- Develop sustainable family outreach strategies and methods to engage families in activities that build the social emotional and academic skills of their children experiencing learning challenges.
- Work in collaboration with Shadow Project staff to design and present family training and Shadow Project outreach presentations
- Support culturally-responsive family engagement events at partner schools
- Collaborate with Shadow Project staff to integrate family needs assessment results into Shadow Project programming
- Collect and report data in a timely and accurate fashion
- Ensure sustainability of family engagement program with documentation of strategies, processes, and procedures

Marginal Responsibilities:

- Attend weekly team meetings and weekly one-on-one meetings with supervisor
- Attend and support Shadow Project at school-based events
- Stay current on local events and news related to special education and people with disabilities

AmeriCorps VISTA Member Responsibilities:

- Attend all Campus Compact of Oregon AmeriCorps VISTA required trainings and events
- Complete and submit all Campus Compact of Oregon AmeriCorps VISTA required progress reports, timesheets, and other paperwork

Required Qualifications:

- 18 years and older
- Demonstrate a commitment to or willingness to explore issues of racial justice and equity
- A U.S. citizen, U.S. national, or lawful permanent resident
- Ability to work independently and be a strong team player
- Comfortable speaking in public
- Ability to be flexible and adapt to a growing organization
- A sense of service and commitment to The Shadow Project's mission
- Able to serve full-time for 365 days
- Ability to pass a criminal history background check
- Show proof of COVID-19 vaccination
- Valid US driver's license, vehicle insurance, and access to a car for travel to Shadow's school sites in Portland/East Multnomah county or ability to use public transportation
- Proficient in GSuite applications

Preferred Qualifications:

- Experience working with children grades k-8
- Experience working in collaboration with community members impacted by systemic racism and poverty
- Lived experience in the communities that Shadow Project serves

AmeriCorps VISTA Member Benefits:

- A living allowance of \$674.66 bi-weekly
- An education award of \$6,495 or cash stipend of \$1,800 upon successful completion of service
- Relocation allowance of \$550 and mileage - based reimbursement if moving more than 50 miles to serve
- Health benefits
- Loan forbearance and interest accrual payment on qualified student loans
- Child care (if eligible)
- Training and professional development opportunities
- Access to an extensive network of AmeriCorps Alums
- Federal jobs non-competitive eligibility for one year after service

Site Specific Benefits:

- Up to \$400.00/month living allowances subsidy or reimbursement for living expenses. Can include rental assistance, utilities, grocery allowance, or other living expenses.
- Reimbursement for work-related travel and meals.
- Training and other professional development opportunities that support the VISTA member's personal and professional goals.
- Opportunities to make presentations to the Board of Directors, Community Advisory Board and other groups.