



Position Title:	4-H SPIN Club Coordinator	Category:	AmeriCorps Service Member
Host Site:	Grand Traverse/Leelanau Counties	Site Supervisor:	Rosali Collier and Susan White
Stipend:	\$7,140 (pre-tax)	Education Award:	\$3,097.50 (pre-tax)
Position Type:	Half-time, 900 hours	Dates of Service:	October 2020-August 2021

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:

- Plan and organize 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
- Engage between 50 and 60 new youth in 4-H SPIN club programming
- Recruit, screen, and train 10 volunteers to serve as club leaders, to provide guest programming, or to otherwise support 4-H SPIN Clubs and associated activities
- Host quarterly family engagement events
- Collect data and submit reports to the Site Supervisor and to the 4-H STEAM Corps Program Manager
- Potential for activities related to COVID-19 response, specifics TBD

MINIMUM QUALIFICATIONS

- At least 18 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. Due to the on-going COVID-19 pandemic and the need to maintain social distancing protocols, members may be serving from home. In an era of virtual programming, it is important to be comfortable with technology and/or willing to learn.

COMPENSATION

Members will receive a living allowance of \$7,140 (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 \$3,097.50 will be issued. Members will serve 20 hours/week.

Interested candidates should submit a resume and cover letter to Rachel Puckett at pucket21@msu.edu by 9/14/20.

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