



<b>Position Title:</b>	4-H SPIN Club Coordinator	<b>Category:</b>	AmeriCorps Service Member
<b>Host Site:</b>	Schoolcraft County MSU Extension	<b>Site Supervisor:</b>	Jill Connin- 4-H Program Coordinator
<b>Total Stipend:</b>	\$18,700; distributed bi-weekly during term	<b>Education Award:</b>	\$7,395.00
<b>Position Type:</b>	Full-time, 1,700 hours = 36-40 hours/week	<b>Dates of Service:</b>	October 1, 2024 - September 12, 2025

**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 4-H SPIN (special interest) clubs with volunteers that focus on mental, emotional, and physical health topics and utilize the 4-H SPIN Club guide, planning worksheet, and program approved curricula.
- Recruit and engage youth new to 4-H in 4-H SPIN club programming
- Recruit and/or support volunteers who will provide guest programming or general support to your 4-H SPIN Clubs and associated activities
- Plan and host family engagement events to engage youth and their families in events associated with mental, emotional and physical well being.
- Collect data and submit monthly reports to the Site Supervisor and to the 4-H HealthCorps Program Director
- Attend 4-H HealthCorps monthly member trainings. In addition, participate in AmeriCorps, 4-H, and/or MSU Extension events, training, and professional development as required or related to the position that will not exceed 20% of total hours.

**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: 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 for mental, emotional and physical well being
- Knowledge of youth development, volunteer recruitment and management
- Outgoing, confident and able to work in a fast-paced hybrid (virtual and in-person) environment

**WORK ENVIRONMENT**

This position is housed at Schoolcraft County MSU Extension; 100 N. Cedar Street, Manistique, MI. Service will include virtual elements but programming will primarily be in-person. Members will receive office space at the office and a computer. The program will provide training and support on navigating needed technology however, it is important that members are comfortable with technology and/or willing to learn. Members will be working with the community, as such they should expect to occasionally service nights and weekends.

**COMPENSATION**

Members will receive a living allowance of \$18,700 (pre-tax) to be distributed bi-weekly October 1, 2024 - September 12, 2025 as well as student loan forbearance for qualified loans. Members must be available for travel/overnight stay, October 1 - 4, 2024 for Member Orientation. Members will serve 36-40 hours/week during this time. Upon successful completion of service, an education award in the amount of \$7,395.00 will be issued. Interested candidates should submit a resume and cover letter to Jill Connin at [conninji@msu.edu](mailto:conninji@msu.edu).

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