



## **Big Brothers Big Sisters Enhancement Support Specialist Member**

The Enhancements Support Specialist AmeriCorps Member will be professional, organized, and knowledgeable of accessing program enhancement opportunities within the Quad City area. The member will consult with the Enhancements Coordinator and other Program staff to plan and execute various aspects of match activities and other program enhancements for participants of Big Brothers Big Sisters of the Mississippi Valley's mentoring programs. They will be responsible for providing high-level customer service in response to all participants.

**TERM OF SERVICE:** September 6, 2022 – August 19, 2023

**MINIMUM HOURS OF SERVICE:** 900 hours 18 hours a week, primarily Tuesday – Saturday, late morning through early evening hours with the flexibility and willingness to work evenings and weekends regularly as schedules dictate)

**LIVING ALLOWANCE:** \$9,000.00 **EDUCATION AWARD AT COMPLETION OF SERVICE:** \$3,247.50

### **SITE SPECIFIC SERVICE ACTIVITIES:**

The Member will serve alongside their fellow AmeriCorps Members to provide enhancement opportunities to the volunteer mentors (Bigs) and youth (Littles). A strong emphasis is placed on building relationships with mentors, mentees, and parents.

The AmeriCorps member in this position will:

- Support mentor/mentee/family relationships by connecting participants with external community partners and resources, both through established agency partnerships as well as creating new collaborations.
- Establish and maintain professional working relationships with Bigs and Littles by attending Match Activities and Enhancements.
- Consult with Staff and AmeriCorps Members to determine enhancement interests of children and mentors.
- Refer participants to external activities and enhancement opportunities when available.
- Ensure the Standards of Practice, Service Delivery Model, and BBBSMV Policies and Procedures are being followed at all times.

### **QUALIFICATIONS:**

- Post-secondary education and/or experience in the field of education, recreation, human service, child development, psychology, social work or related field
- Experience working with children and families preferred

**PROGRAM EVENTS:** The Member is required to attend all professional development and training offered within the City of Davenport AmeriCorps/Youth AmeriCorps Program and group service projects.