



**San Francisco Unified School District**  
**Student, Family & Community Support Department**

1515 Quintara Street  
San Francisco, CA 94116-1273  
Tel (415) 242-2615 • Fax (415) 242-2618  
[www.healthiersf.org](http://www.healthiersf.org)

**Do you love working with kids? Do you want a valuable experience working in public schools?**

**San Francisco Unified School District *Healthy Choices AmeriCorps* might just be your springboard to a lifelong career in Education!**

The mission of San Francisco Unified School District's School Health Programs Office is to ensure a coordinated system of supports and resources that, in partnership with family and communities, foster safe and caring learning environments where all students flourish. *SFUSD Healthy Choices AmeriCorps* is a new project to build our capacity to realize our mission. Through this program we will reach over 1,600 students in 30 public schools.

### **POSITION SUMMARY**

*Healthy Choices AmeriCorps* seeks San Francisco community members to provide service to strengthen mentoring programs and to support a positive school climate. This position is an excellent opportunity to get your foot in the door in San Francisco public schools by coordinating programs and activities in partnership with School Social Workers, Nurses, Teachers, and Community Volunteers. *Healthy Choices AmeriCorps* members are paid a monthly stipend for their service engaging students, families, and school community members.

The primary goal is to improve student success by increasing attendance and pro-social behaviors on school campuses. Regular training by San Francisco Unified School District will ensure *Healthy Choices AmeriCorps members* have the knowledge and skills to offer high quality volunteer service to schools at individual, group, and school-wide levels.

Responsibilities include:

- Support school-based mentoring programs; Mentor students
- Lead organized recess and lunch-time activities, clubs and team-building activities; and activities during the after school program to support SFUSD personnel
- Help school employees in organizing class materials, scheduling, and spreading the word to students and families about pro-social behavior; participate in school-wide incentives program
- Help lead school-wide activities such as monthly Health Education events, school assemblies, fairs, and educational events to help students make healthy choices
- Support the improvement of volunteer programs and strengthen school/community relationships by helping recruit and retain school volunteers
- Participate in local and school-based service events; help produce appreciation activities
- Complete grant required paperwork and data entry in a timely manner
- Attend regular supervision meetings and work cooperatively with school personnel such as School Social Worker or Counselor, School Nurse and other adults involved with the school and youth
- Attend weekly professional development meetings and meetings relevant to *Healthy Choices AmeriCorps*
- Develop a work plan in collaboration with school site supervisor

## **QUALIFICATIONS**

- A passion for national and community service
- Effective communication: writing and editing; comfortable speaking in front of groups
- Excellent organization skills; able to effectively manage time and meet competing demands; reliable; punctual
- Flexibility, adaptability, and positive attitude to learning
- The ability to work independently and as part of a team
- Commitment to youth development; Experience with children 5-17 preferred
- Experience with and/or desire to work with diverse people, organizations and communities
- BA/BS (Education, Social Work, Health) strongly preferred
- Bilingual and/or Bicultural a plus
- You must be a U.S. citizen, national, or legal permanent resident alien of the U.S. to be an AmeriCorps Member

## **AMERICORPS SERVICE REQUIREMENTS**

- Not a current SFUSD Employee
- Commit to a minimum of 1700 hours of documented service 40 hours per week during the school year
- Complete all required AmeriCorps documentation and monthly reporting
- Complete service project activities in the community
- Attend trainings and events to build skills and knowledge specific to school communities
- Complete all professional development requirements as part of member contract

## **POSITION BENEFITS**

- Monthly living allowance of \$1,565
- \$5,815 Education Award upon completion of service
- AmeriCorps childcare benefits for qualifying members with children under the age of 13
- Opportunity to get health insurance
- Professional training and networking in public education and the mentoring field
- Extensive experience in public school district programming, communications and program strategies, as well as opportunity to strengthen writing and communication skills
- A built-in network of Corps Members and colleagues

**HOW TO APPLY** Please complete application at: <https://www.edjoin.org/Home/JobPosting/795048> and send your resume to Erin Farrell at [farrelle@sfusd.edu](mailto:farrelle@sfusd.edu) or fax it to 415-242-2618

**TITLE** Healthy Choices AmeriCorps Member

**TERM OF SERVICE** September 2017 – June 2018 (10 months)

**LOCATION** Various locations within San Francisco Unified School District, School Health Programs Office, 1515 Quintara St. San Francisco, CA 94116 [www.healthiersf.org/mentoringforsuccess](http://www.healthiersf.org/mentoringforsuccess)