



CAC AmeriCorps

Position Description

VISTA Summer Associate



Dates of Service: May 24th, 2021 – July 30, 2021

Partner: Wesley House Community Center

Location of Service: 1719 Reynolds St. Knoxville, TN 37921

Supervisor: Victoria Griffin

****All Summer Associate Positions are contingent on approval of funding.**

About CAC AmeriCorps:

Established in 1994, CAC AmeriCorps is a national service program that combines elements of traditional conservation practice with community action that informs our work and places it in the broader context of the region. CAC AmeriCorps members serve to improve public lands, streams, and greenways, educate the public, meet immediate human needs, eliminate barriers to employment, contribute to healthier lifestyles, and build volunteer capacity to enhance the ability of our partners to get things done. We are committed to human and environmental justice in our communities through enduring acts of service.

About Wesley House Community Center:

The Wesley House Community Center is a Christian ministry established in 1907 to identify and build on the strengths of individuals and families to create a stronger community. We currently provide academic, emotional, and spiritual support to 100+ students. Wesley House provides three main areas of programming: affordable, accessible, and high-quality childcare, social support for senior citizens, and supporting the emergent needs of our neighborhoods Mechanicville, Lonsdale, and Beaumont.

Position Summary:

As a Summer Associate you will be dedicated to the academic outcomes of our students. Our goal during our 9-week Summer program is to prevent educational regression. Team members will work closely with our Curriculum Coach to help support our students educationally. This includes but is not limited to duties such as: creating lesson plans, monitoring, and inputting student participation time into a participant database, collecting pre/post test data, working one-on-one with students in specific subjects for targeted tutoring, and ensuring the overall safety of our students.

Team members will also get the opportunity to assist our counselors in the classrooms. They will get to work behind the scenes to coordinate and implement academics in a fun but productive way for all our students, while also seeing it all come into fruition.

Minimum Qualifications:

- Must be 18 years or older and have a high school diploma or an equivalent.
- Should have experience with elementary-aged children; the ability to follow a lesson plan; and the willingness to accept assignments and follow protocols. The individual must enjoy working with children and place their safety and security above all else, be a team player, and have strong attention to detail.

Member Benefits Include:

- A modest living allowance of \$2,569, or, \$513.94 bi-weekly (pre-tax), paid over 10 weeks.
- Education Award of \$1,216.85 that can be applied to student loans and/or future education expenses.
- May be eligible for Supplemental Nutrition Assistance Program (SNAP). In-house SNAP benefits specialist available to provide assistance in determining eligibility.
- May be eligible for utility bill assistance. In house specialists available to provide assistance with determining eligibility.
- Professional development and networking opportunities.
- 20% discount in tuition for Carson Newman's online MBA in Nonprofit Leadership program.

Equity and Inclusion:

The Knoxville-Knox County Community Action Committee (CAC) is an Equal Opportunity Employer and will take action to ensure that employees are treated equally without regard to race, color, national origin, sex, age, handicap, cultural or religious convictions. CAC AmeriCorps provides reasonable accommodations to applicants and employees. Applicants with disabilities may request reasonable accommodation at any point in the employment process.