



Moorhead • Fargo • West Fargo

Asset Champion Network Coordinator

Job Description

Now Hiring!

Title of position: Asset Champion Network Coordinator

Purpose of position: To provide training to individuals and groups in our community about the power of the 40 developmental assets in the lives of youth; to encourage training participants to be intentional about asset building throughout their lives and work and to provide ongoing support for them as they do so; to create a lasting network of Asset Champions; to assist in raising community-wide awareness of the mission of the Metro Youth Partnership.

Benefits:

- Your choice of a \$4,725 Segal AmeriCorps Education Award at the end of service OR \$1,200 end of service stipend
- Living allowance
- Health benefits while in service
- Childcare assistance while in service
- Student loan forbearance or deferment while in service
- Mileage reimbursement for work related travel
- Professional development/training opportunities
- Valuable hands on work experience not typically found in entry-level positions
- Opportunities to meet and network with other professionals and community leaders

Qualifications: Seeking an individual with a Bachelor's Degree, strong verbal and written communication skills, experience managing various aspects of project coordination simultaneously, demonstrated follow-through and dependability, a desire for community outreach, strong organizational skills, the ability to work well both independently and as a team.

Training: AmeriCorps*VISTA Pre-Service Orientation, Early Service Training, and On-Site Orientation and Training.

On-going Support and Training: Various in-services throughout the year for AmeriCorps*VISTAS as well as local training opportunities as they are available and applicable.

Interested? Contact: Barry Nelson, Executive Director

Phone: (218)-299-5437

Email: barry@metroyouthpartnership.org

Address: 810 4th Avenue South, Suite 147 Moorhead, MN 56560 (Townsite Centre)

Time commitment: Full time (8:30 am – 5:00 pm Monday-Friday) for one year; evening and weekend obligations as needed.

Responsibilities:

- Maintain the existing project model for the Asset Champion Network and enhance/adapt as needed to the local situation.
- Conduct and assist in scheduling sessions of the Asset Champion Network Training Workshop for interested groups in the community, adapting the curriculum as needed.
- Evaluate/enhance the existing training curriculum.
- Maintain the Asset Champion Network member and training attendee databases.
- Maintain the Asset Champion Network blog.
- Maintain contact and relationships with existing network members, providing updates periodically of events and news related to the Asset Champion Network. This also includes planning and scheduling quarterly gatherings.
- Lead an awareness-raising campaign with the goal of reaching into each sector of the community (youth, parents, neighbors, congregations, law enforcement-juvenile probation-courts, youth-serving organizations, schools, media, businesses, health-care providers, funders, government) and creating wide-spread awareness of the Asset Champion Network. This could include a range of in person one-on-ones, group presentations, or print, online, radio or television materials. Be creative!
- Research grant and other funding mechanisms that will help to secure the sustainability of the Asset Champion Network both now and in the future (i.e. when the VISTA term has been completed).
- Attend board, staff and other meetings as required by the supervisor.
- Attend meetings of the Community Connections Committee.

Reports Required:

- Quarterly Progress Reports (as required by AmeriCorps*VISTA)
- Mid-year Performance Review (to be submitted with the January progress report)

Supervisor: Barry Nelson, Executive Director