



OPPORTUNITIES WITH AMERICORPS FOR REENTRY SUCCESS

Education Reentry Specialist Position Description

POSITION DESCRIPTION

Service Position Title

Education Reentry Specialist

General Service Description

As Education Reentry Specialists, AmeriCorps members would serve in one or more of the following roles:

- Facilitators of Breaking Barriers curriculum,
- Facilitators in Computer Learning Labs,
- Trainers or supervisors of an Offender Tutor Program,
- Facilitators in Career Resource Centers,
- Coordinators of Family Reunification services
- Coordinators of ex-offender reentry services and employer education on the benefits of hiring ex-offenders

Duties and Responsibilities

As Education Reentry Specialists, AmeriCorps members will work inside a prison setting. Members could be working in the prison libraries, facilitating cognitive education, financial literacy courses, computer labs, tutoring in basic general education skills, or creating and maintaining an inmate tutoring program. Members could also be facilitating activities in our career resource centers such as offender goal planning, employability skills workshops, training offenders as Career Resource Center Clerks, facilitating family reunification plans including activities such as writing letters home, making phone calls, gathering materials, locating contacts and local referral resources in preparation for family reunification, and tutoring in multiple subjects. Service sites are state-run prisons located in Los Lunas, Santa Fe, Roswell, Las Cruces, and Grants.

Two AmeriCorps positions will be in Albuquerque working at our central office with recently released ex-offenders. Members may be helping put on an ex-offender job fair, doing research on recidivism, facilitating ex-offender employment workshops, or educating employers about the benefits of hiring ex-offenders.

Placement in the type of service performed is based on applicant skill level and interest in any roles mentioned above as well as the needs of the service site. In all, OARS' AmeriCorps members will help offenders prepare for political, economic, social, and other systemic hurdles in their movement from the highly controlled prison environment to the community in an effort to reduce their barriers, reduce chances to commit new crimes or violate parole, and increase their chances for successful employment.

QUALIFICATIONS

- 18 years old with a valid drivers license
- U.S. citizen or lawful permanent resident
- High school diploma or G.E.D. or be willing to earn one while serving
- Bachelor's degree or equivalent work-force experience in any field preferred. Teaching experience is a plus.
- willing to serve 1,700 service hours as full-time members in one year
- good personal communication skills, public speaking, teaching/tutoring, writing/editing
- computer knowledge of Microsoft Office Suite
- Spanish or any Native American Language a plus

Attributes OARS would like to see in an Education Reentry Specialist would be people who would be willing to provide a safe, interactive environment that supports and encourages learning and focuses on reentry to the community. Ideally, members should want to connect with underprivileged, disenfranchised and economically disadvantaged offenders and partner with their families and the community to help them empower themselves, improve their quality of life, and the lives of their family members.

WORK ENVIRONMENT

Must be willing to work inside a prison in a fast paced environment and use creative problem solving. Must be able to work well with others in teams and be individually motivated.

WORK SCHEDULE

Flexible hours and locations based upon project needs

LOCATIONS:

AmeriCorps Service Sites: NMCD State run prisons in Los Lunas, Santa Fe, Roswell, Las Cruces, and Grants as well as the Education Central Office in located in Albuquerque

PROGRAM BENEFITS:

Living stipend \$11,800 (paid in 26 consecutive payments), education award \$5,350 (upon successful completion of service) to be used for current student loans or vocational or college tuition, extensive training, medical insurance, child care assistance if eligible, loan forbearance

APPLICATION INFORMATION

Program Title

AmeriCorps “Opportunities with AmeriCorps for Reentry Success (OARS)”

Program Period

September 1, 2010 to December 31, 2011

Accepting Applications

6/15/2010 to 10/1/10

Apply online with AmeriCorps as soon as possible. Applications are considered daily.

<http://www.americorps.gov/>

Look for “Join AmeriCorps!”

- Choose the Interest: Ex-offender Reentry
- Choose the state: New Mexico

Click on the OARS program job description

Click on “Apply Now” (you may be asked to first register with AmeriCorps then you will have to go through the steps above and click apply).

Please e-mail program contact with any questions on the application process or about the service member position description.

Program Contact

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