**Education and Outreach Team Lead for Substance Use/ Mental Health/ Suicidal Ideation**

**for at Risk Youth**

**Service Site:** United Way of Anderson County

**Service Site Address:** 604 N Murray Ave., Anderson SC 29625

**Site Supervisor/Title:** Kelis Vogel – AmeriCorps Program Director ([kelis@uwandsc.org](mailto:kelis@uwandsc.org))

**Site Supervisor/Title:** Renne Hall – AmeriCorps Program Coordinator ([renee@uwandsc.org](mailto:renee@uwandsc.org))

**Service Position Type:** Three Quarter Time – 1200 Hours

**Service Living Stipend**: **$503.46** by weekly ($13,090 for commitment term)

**Service Education Award: $5,176.50**

**Term of Service:** August 2024 – July 31, 2025

**Average Weekly Service Hours:** 23 Hours per week

**Program Overview:**

The United Way of Anderson County AmeriCorps Members will be serving to provide group outreach/education services crucial to preventing opioid use, early substance use, juvenile crime and delinquent behavior. The goal for the 2024-25 term will be to reach as many youths as possible and families with information that equip them to know the truths and myths of substance misuse, to understand and protect our mental health, and identifying the signs and symptoms and coping strategies related to suicide ideation in youth.

**AmeriCorps Member Position Overview**

This three-quarter time service member position will serve to support Program Coordinators and Directors with AmeriCorps, Camp Mariposa, and the Education and Outreach team. The AmeriCorps member will provide support through community outreach in Anderson County schools to key leadership, the educators, and the students to bring awareness to youth stress, depression, anxiety, and the correlation of substance and alcohol misuse to the future state of poverty, chronic diseases, aggressive behavior and conduct problems. In addition, the AmeriCorps Members will be engaged in providing extra supports at community events and activities that aid in meeting basic needs in communities that are experiencing hardships because of a presence of opioids and other issues related to the whole health of a community. AmeriCorps members will also serve as a local community ambassador in their geographic region as the program expands. For example, volunteers will be serving at resource distributions, poverty simulations, and other events where there is a clear and present need to educate and provide information on parental and youth substance abuse, parental and youth mental health, parental and youth behavioral health, parental and youth separation, and poverty.

**Impact**

The United Way of Anderson County AmeriCorps Members will be serving to provide group and peer mentoring through Camp Mariposa, a weekend intervention camp and Outreach/Education services crucial to preventing opioid use, early substance use, juvenile crime and delinquent behavior. The goal for the 2024-25 term will be to reach as many youths and families as possible with information that equip them to know the truths and myths of substance misuse, to understand and protect our mental health, and identifying the signs and symptoms and coping strategies related to suicide ideation in youth.

**Essential Functions**

All members will go through a 3-day comprehensive orientation to include Mental Health First Aid Training, Drug misuse/mental health/suicide ideation specific curriculum training, 2 days of High Impact Communication Training. Members will provide on average 23 hours of service each week. Members will attend a professional development day once a month.

* Participate in community outreach and education as it relates to the program mission.
* Attend various community partner meetings to provide information to educate on substance abuse, mental, and behavioral health resources.
* Build and connect families with resources through referrals and maintain relationships with families and various community partners.
* Build relationships with youth and families and serve as a positive role model in schools, churches, and other community events.
* Organize and attend school, church, community events and provide follow up.
* Facilitate a continuum of support services for Anderson County youth and their families.
* Organize, manage and assist with Resource Roundabouts events.
* Assist in maintaining database for AmeriCorps coordinator, community partners, youth and families on events and training and development opportunities.
* Assist in the development, implementation, and maintenance of the program social media strategy.
* Monitor online activity across departments and geographical areas to ensure that anyone using the company’s online tools is following established guidelines and best-practice rules.
* Encourage greater social media participation and identify opportunities to influence public perception through audience engagement.
* Assist in organization and management of service day(s) for MLK and/or 9/11 Day of Action for mentors.
* Train and educate on 211 Call Center.
* Collaborate with AmeriCorps Staff and other members to ensure a safe and welcoming environment for all participants.
* Participate in training and professional development opportunities provided by AmeriCorps and United Way of Anderson County.
* Work with Camp Mariposa and Education and Outreach Team on at-risk youth on community projects.
* Work with Camp Mariposa and Education and Outreach Team to document and report on program outcomes and outputs
* Work with Camp Mariposa and Education and Outreach team to organize and participate in youth/family community events that support the program.
* Participate in other United Way celebrations for the youth.
* Participation in September 11th Day of Remembrance and/or Martin Luther King Jr. Day of Service events may occur on the weekend or during holidays and include activities outside of the scope of typical day-to-day functions.
* AmeriCorps members do not perform prohibited activities as enumerated by the federal AmeriCorps agency in [45 CFR § 2520.65](https://www.ecfr.gov/current/title-45/subtitle-B/chapter-XXV/part-2520/section-2520.65)  [eCFR :: 45 CFR 2520.65 -- What activities are prohibited in AmeriCorps subtitle C programs?](https://www.ecfr.gov/current/title-45/subtitle-B/chapter-XXV/part-2520/section-2520.65)
* AmeriCorps resources must not supplant, duplicate, nor displace. Restrictions are outlined in [45 CFR 2540.100](https://www.ecfr.gov/current/title-45/section-2540.100) [eCFR :: 45 CFR 2540.100 -- What restrictions govern the use of Corporation assistance?](https://www.ecfr.gov/current/title-45/subtitle-B/chapter-XXV/part-2540/subpart-A/section-2540.100)

**Additional Responsibilities**

Although not essential position functions, the United for Health Team Lead member may be responsible for the following as needed:

* Participate in outside service activities approved by the Program Director / Coordinator
* AmeriCorps members may contribute towards community outreach and educational opportunities.
* AmeriCorps members may contribute towards community preparedness and response to disaster situations. \*Disaster response may be a component of AmeriCorps service. Details on service related to disasters are noted in the Member Service Agreement and Member Handbook.

**Program Minimum Qualifications (required for role)**

* Experience working with youth ages 9-17, preferably in a mentoring or leadership role.
* Understanding of and sensitivity to issues related to addiction and its impact on families.
* Demonstrate trustworthiness and trust with others on confidential information.
* Experience and knowledge of substance misuse prevention and consequences
* Must have a heart and ability to relate to youth.
* Ability to work collaboratively with staff, volunteers, and community partners.
* Strong organizational skills and attention to detail.
* Ability to demonstrate effective communication through active listening and problem resolution.
* Excellent communication skills, both verbal and written.
* Flexibility and adaptability to changing program needs and schedule.
* Strong sense and display of integrity and ethics.
* Experience in creating and maintaining social media pages, spreadsheets, etc.
* Valid driver’s license and reliable transportation is preferred.
* Must pass federal criminal background check.
* Must be **17 years of age or older**
* Provide at least two references and participate in an in-person interview

**Program Preferred Qualifications (not required for role)**

* Spanish, French, Arabic, or any other language fluency
* Previous volunteer experience

**Federal AmeriCorps Participate Minimum Eligibility Requirements**

(a) ***Eligibility.*** An AmeriCorps participant must—

(1)

(i) Be at least 17 years of age at the commencement of service; or

(ii) Be an out-of-school youth 17 years of age at the commencement of service participating in a program described in [§ 2522.110(b)(3)](https://www.ecfr.gov/current/title-45/section-2522.110#p-2522.110(b)(3)) or [(g)](https://www.ecfr.gov/current/title-45/section-2522.110#p-2522.110(g)); [eCFR :: 45 CFR 2522.110 -- What types of programs are eligible to compete for AmeriCorps grants?](https://www.ecfr.gov/current/title-45/subtitle-B/chapter-XXV/part-2522/subpart-A/section-2522.110#p-2522.110(b)(3))

(2)

(i) Have a high school diploma or its equivalent; or

(ii) Not have dropped out of elementary or secondary school to enroll as an AmeriCorps participant and must agree to obtain a high school diploma or its equivalent prior to using the education award; or

(iii) Obtain a waiver from the Corporation of the requirements in [paragraphs (a)(2)(i)](https://www.ecfr.gov/current/title-45/section-2522.200#p-2522.200(a)(2)(i)) and [(a)(2)(ii)](https://www.ecfr.gov/current/title-45/section-2522.200#p-2522.200(a)(2)(ii)) of this section based on an independent evaluation secured by the program demonstrating that the individual is not capable of obtaining a high school diploma or its equivalent; [eCFR :: 45 CFR 2522.200 -- What are the eligibility requirements for an AmeriCorps participant?](https://www.ecfr.gov/current/title-45/subtitle-B/chapter-XXV/part-2522/subpart-B/section-2522.200#p-2522.200(a)(2)(ii)) or

(iv) Be enrolled in an institution of higher education on an ability to benefit basis and be considered eligible for funds under section 484 of the Higher Education Act of 1965 ([20 U.S.C. 1091](https://www.govinfo.gov/link/uscode/20/1091)); [USCODE-2023-title20-chap28-subchapIV-partG-sec1091.pdf (govinfo.gov)](https://www.govinfo.gov/content/pkg/USCODE-2023-title20/pdf/USCODE-2023-title20-chap28-subchapIV-partG-sec1091.pdf);

(3) Be a citizen, national, or lawful permanent resident alien of the United States;

(4) Satisfy the National Service Criminal History Check eligibility criteria pursuant to [45 CFR 2540.202](https://www.ecfr.gov/current/title-45/section-2540.202). [USCODE-2023-title20-chap28-subchapIV-partG-sec1091.pdf (govinfo.gov)](https://www.govinfo.gov/content/pkg/USCODE-2023-title20/pdf/USCODE-2023-title20-chap28-subchapIV-partG-sec1091.pdf)

**Physical, Emotional, and Intellectual Demands**

The following competencies are important in helping the AmeriCorps member perform the essential duties of this position successfully:

* Flexibility – The ability to adjust to and thrive in a complex and changing environment; handles challenges with care and thoughtfully responds in the face of adversity or conflict.
* Ability to Work Independently – The ability to be a self-starter and accomplish tasks independently and without constant direct supervision
* Ability to Multi-Task – The ability to handle multiple tasks and assignments; prioritizes more critical functions while maintaining a good handle on others; reports promptly any barriers to task completion and allows ample opportunities for a supervisor to adjust deadlines
* Results-Oriented Thinking and Behavior – A genuine concern for effectiveness. Possesses the desire to get the service done with excellence; mentally, is focused on getting the best results for actions taken; does not settle for mediocrity.
* Awareness and Sensitivity to the External Environment – Situational awareness; is aware of the organizations that they represent, including the United Way Association of South Carolina, South Carolina Service Commission, AmeriCorps, and the host site's position in the community and the effect of their words and actions on that position; demonstrates savvy in dealing with agencies, volunteers and donors; is promoting and affirming in conversations about and on behalf of those organizations.
* Physical Activities:
  + Manual Dexterity: Picking, pinching, typing, or otherwise serving, primarily with fingers rather than with the whole hand or arm as in handling.
  + Communicating: Expressing or exchanging ideas. Activities must convey detailed or important spoken instructions to others accurately, loudly, or quickly.
  + Listening: Ability to receive detailed information through appropriate communication.
  + Active Participation: Climbing, hiking, swimming, swinging, walking. (Exceptions may be considered)
* Visual Acuity: Member must have close visual acuity to perform an activity such as: preparing and analyzing data and figures; transcribing; viewing a computer terminal; and/or expansive reading.
* Service Conditions: Member is subject to both inside and outside environmental conditions, sleeping in bunkbeds, spending long hours outside, year-round.

**Evaluation and Reporting**

Performance evaluations are intended to be a mutual exchange of information that informs the program’s service delivery and helps the member successfully complete the term of service.

The program will conduct and keep a record of at least a midterm and an end-of-term written evaluation of the member’s performance. At a minimum, the following factors will be evaluated.

1. Whether the member has completed the required number of hours
2. Whether the member has satisfactorily completed assignments; and
3. Whether the member has met other performance criteria that were clearly communicated at the beginning of the term of service.

**Reporting Requirements:**

Bi-weekly timesheets, monthly data reports, quarterly narrative reports, and reports as required by

AmeriCorps and/or Camp Mariposa.

**Benefits**

AmeriCorps members accepted for this position may be eligible for the following, subject to federal and state law, governing grant terms and conditions, and program stipulated requirements.

Training, mileage reimbursement, professional development, insurance reimbursement, childcare stipend.

* The living allowance for this position is $503.46 on biweekly basis in equal and may not exceed $13,090.00 for the term of service.
* This position is eligible for an Education Award up to $5,176.50 Please visit <https://americorps.gov/members-volunteers/segal-americorps-education-award> for additional information on the education award.

**Nondiscrimination**

**This program is available to all, without regard to race, color, national origin, gender, age, religion, sexual orientation, disability, gender identity or expression, political affiliation, marital or parental status, genetic information, and military service. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.**

Benefits

AmeriCorps members accepted for this position may be eligible for the following, subject to federal and state law, governing grant terms and conditions, and program stipulated requirements. [**Learn more about AmeriCorps member benefits here**](https://www.americorps.gov/members-volunteers/your-benefits)  [**https://www.americorps.gov/members-volunteers/your-benefits**](https://www.americorps.gov/members-volunteers/your-benefits)

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| Core Benefits (Table 1) | | |
| AmeriCorps member benefits | **Eligible?**  **“X” = Yes**  **Blank = No** | **Detail** |
| Living Allowance | X | See “Living Allowance” (Table 2) below |
| Segal Education Award | X | See “Education Award” (Table 3) below |
| Professional Development and Training |  | Up to 20% of hours, compliant with [45 CFR 2520.50 (LINK)](https://www.ecfr.gov/current/title-45/section-2520.50) |
| Student loan forbearance (if eligible) |  |  |
| Healthcare (member only) |  |  |
| Childcare Assistance |  |  |
| Member Assistance Program |  |  |
| Other 1: |  |  |
| Other 2: |  |  |

The AmeriCorps living allowance may be subject to special consideration for federal or federally-assisted programs based on need, noted in [**42 U.S.C. § 12637(d) - Treatment of AmeriCorps Benefits**](https://uscode.house.gov/view.xhtml?req=(title:42%20section:12637%20edition:prelim))  [42 USC 12637: Nonduplication and nondisplacement (house.gov)](https://uscode.house.gov/view.xhtml?req=(title:42%20section:12637%20edition:prelim))

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| Living Allowance (Table 2) | | | |
| Position Slot Type “X” = Yes Blank = No | Living Allowance Amount  (per disbursement) | Disbursement Frequency | Maximum Living Allowance Amount (not to exceed during service term) |
| Full Time (1700 hours) X Three Quarters Time (1200 hours)  Half Time (900 hours)  Reduced Half Time (675 hours)  Quarter Time (450 hours)  Minimum Time (300 hours) | $503.46 | Monthly  Twice Per Month X Biweekly (every 2 weeks)  Weekly  Other: | $13,090.00 |

AmeriCorps members who successfully complete a term of service are eligible for the Segal AmeriCorps Education Award, subject to specific terms and limitations. [**Learn more about the AmeriCorps Segal Education Award Here** **https://americorps.gov/members-volunteers/segal-americorps-education-award**](https://americorps.gov/members-volunteers/segal-americorps-education-award)

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| Segal AmeriCorps Education Award (Table 3)  “X” = Yes  Blank = No |
| $7,395.00 🡪 Full Time (1700 hours) X $5,176.50 🡪 Three Quarters Time (1200 hours)  $3,697.50 🡪 Half Time (900 hours)  $2,817.14 🡪 Reduced Half Time (675 hours)  $1,956.35 🡪 Quarter Time (450 hours)  $1,565.08 🡪 Minimum Time (300 hours) |

Program Director: Kelis Vogel

Program Director Contact Information: 864-226-3438 ext. 107