Dunn County Cooperative Extension
Marshfield Clinic AmeriCorps

Host sites:
UW-Extension

Term of service:
September 4, 2012 through August 31, 2013

Required orientation/training:
September 4 – 7, 2012
(Includes meals, lodging, recreation, service gear, recognition, and more)

AmeriCorps Program Overview:
AmeriCorps, often referred to as a domestic Peace Corps, places individuals within communities to give a year of their life to serving others. Marshfield Clinic AmeriCorps places members with host site coalitions throughout the State of Wisconsin to help “Get Things Done”. The ultimate goal of this program is to strengthen the capacity of coalitions and youth serving organizations and achieve positive outcomes related to substance abuse and obesity prevention among youth ages 8 – 18. Members will implement prevention activities and engage in direct service with youth. Members will provide Marshfield Clinic Learning Events for youth and will assist in efforts to recruit, mobilize and recognize volunteers.

Position Responsibilities:
- Curriculum and resource development
- Volunteer recruitment and retention including:
  - Master Gardeners
  - Master Food Preservers
  - Other programs as requested
- Prepare and deliver reports to the county Extension Education Committee, County Board of Supervisors, and other community stakeholders as requested by the Dunn County UW-Extension department head
- Conduct program evaluations and communicate value to stakeholders in multiple methods, as appropriate
- Research and gather information on best practice and implementation procedures
- Assist in the creation of curriculum, training manuals, and programs to support the development of:
  - After school programs
o Childcare for Dunn County Partnership programs
o Local food preservation classes
o Nutrition education related to community garden
o Other programs as requested
- Website maintenance and development
- On going support for one of the Dunn County Partnership for Youth’s Teams (Parent Education Resource Team, Love and Logic Team, Youth in Action Team, Environmental Team).

**Required Qualifications:**
- Applicants for AmeriCorps member positions must be willing to serve for the duration of the term of service (1700 hours minimum), averaging approximately 35-40 hours a week. Members must also be able to handle the financial commitment made by accepting the position.
- Applicants must be 21 years of age by September 2012, possess a high school diploma or GED/HSED and agree to criminal background checks and Department of Motor Vehicles check.
- Excellent organizational skills including the ability to coordinate program details and organize workloads
- Competence working with Microsoft Office programs and the internet
- Ability to work in a context of individual and cultural differences
- Ability to schedule evening and weekend work as a regular part of position duties
- Transportation adequate to fulfill positions responsibilities
- Ability to communicate ideas effectively verbally, in writing, and through educational technology to both youth and adults
- Commitment to a team work environment

**Preferred Qualifications:**
- Some higher education or a college degree
- Volunteer or paid experience working with people from culturally diverse groups
- Experience in partnership development and program development
- Experience in program marketing

**Direct Supervisor:**
Kristen Bruder, Dunn County Family Living Educator
University of Wisconsin-Extension
Kristen.bruder@ces.uwex.edu
715-232-1636

**Office Location:**
Dunn County Government Center, 800 Wilson Ave, Room 330, Menomonie, WI 54751

**Remuneration:**
- Members receive a living allowance of approximately $465 (gross) every two weeks over their term of service, along with medical healthcare insurance (premium paid by Marshfield Clinic), free service gear, childcare assistance (if qualified), and vacation time.
- Upon successful completion of the term of service, members receive a $5,550 educational award. Educational awards can be used for loan repayment, future schooling costs and special educational opportunities.
- Members have the option of serving up to four terms and earning the equivalent of two full-time educational awards over their lifetime.
- Members have up to seven years to utilize educational awards.
- Professional development opportunities

Marshfield Clinic AmeriCorps members are overseen by host site supervisors and provided with regular support and direction from the Marshfield Clinic AmeriCorps program manager and staff.
Members will have a unique opportunity to build their personal portfolio, develop their skills and serve their community through a year of service.

To Apply:
Please visit the Dunn County UW-Extension website or call the Dunn County UW-Extension office to download an application. All applications need to be sent or e-mailed to the contact listed below.

To access the application visit: www.dunn.uwex.edu or call 715-232-1636

Please send or e-mail the completed application to:

Dunn County UW-Extension
Kristen Bruder
800 Wilson Avenue
Room 330
Menomonie, WI 54751

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