

## GARFIELD AMERICORPS POSITION DESCRIPTION

**Garfield Elementary School**  
**325 Plymouth Street NW**  
**Olympia, WA 98502**  
**Phone: (360) 596-6900**  
**Contact Person: Brendon Chertok**  
**(360) 596-6905**  
**bchertok@osd.wednet.edu**

<b>Serves Vulnerable Population:</b>	<b>Yes</b>
<b>Background Check(s) Required:</b>	<b>Yes</b>
<b>Driver's License Required:</b>	<b>No</b>
<b>Vehicle Required:</b>	<b>No</b>
<b>Auto Insurance Required:</b>	<b>No</b>
<b>On bus route:</b>	<b>yes</b>
<b>Minutes from downtown Olympia</b>	<b>5 by transit, 15 by walk</b>

**TITLE:** Student and Family Support Specialist

**HOURS OF SERVICE:** 8:30 a.m. to 5:00 p.m., M – F with occasional evening and weekend hours TBD

**POSITION DESCRIPTION:** The AmeriCorps member will support students to grow academically by tutoring them in reading and/or math in one-to-one and small group settings, primarily in grades K through five. He/she will also help students experience more successful social interaction by helping with activities during recess and by mentoring students at risk concerning social interactions and making friends. The AmeriCorps member will implement family involvement activities throughout the year. There are unlimited opportunities to be creative and to create activities and opportunities for students and families.

**SITE DESCRIPTION:** Garfield Elementary School is located in the Washington State Capital city of Olympia, Washington. Our school serves approximately 375 students Preschool through Fifth Grade and also supports a special education preschool program. Garfield serves a diverse population with 35 percent of students qualifying as ethnic or racial minorities. Thirty students qualify for ELL support and over 60 percent of Garfield's students qualify for free or reduced lunch (the federal standard for poverty). Garfield has a long history of being a neighborhood school and has many opportunities for parent/community involvement including the support of a strong and active PTA. Olympia boasts stunning views of Mt. Rainier and the State Capital dome. Olympia is within two hours of mountain ranges, ocean beaches, and the great cities of Seattle and Portland.

### **MAJOR RESPONSIBILITIES AND RELATED TASKS:**

- Be a role model for students in terms of attitude, work ethic and relationship-building
- Develop and implement family involvement activities
- Lead reading and math small group interventions
- Lead after-school enrichment activities
- Meet weekly with supervisor
- Support the success of students
- Solicit in-kind donations for school activities and AmeriCorps service projects
- Recruit, support and encourage volunteers, work study students, interns and parents as partners in Garfield's academic and character-building effort

### **REQUIRED QUALIFICATIONS:**

- Applicants should have some experience working with elementary school-aged children and families in poverty
- Applicants should be able to follow all school district and school policies especially concerning drugs, alcohol and creating a violence-free zone at school
- Applicants should be interested in delivering reading and math intervention services to students
- Applicants should be punctual and have good on-the-job attendance records
- Applicants should be collegial and collaborative and able to provide leadership to students and families

All positions will abide by AmeriCorps Prohibited Activities in the YIS Service Agreement.