

## AMERICORPS POSITION DESCRIPTION – HANSEN ELEMENTARY

Hansen Elementary  
1919 Rd. 65 NW  
Olympia, WA 98502  
Phone Number: (360) 596-7400  
<http://kids.osd.wednet.edu/schools/hansen>  
Contact Person: Ernie Rascon  
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Site Supervisor: Melinda McKown  
(360) 596-7400 [mmckown@osd.wednet.edu](mailto:mmckown@osd.wednet.edu)

Vehicle Required: No  
Driver's License Required: No  
On bus route: No  
Minutes from downtown  
Olympia: 10 - 15  
Auto Insurance Required: No

**TITLE:** Student Support Specialist/After School Homework Club Assistant/Summer School Assistant

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

**SITE DESCRIPTION:** Hansen Elementary School is located on Olympia's west side. The school serves over 500 students in kindergarten through 5<sup>th</sup> grade. Hansen's student enrollment is very diverse and is evenly split in coming from single-family homes or residential apartment units. Forty per cent of the students qualify for free and/or reduced breakfast and lunch. Approximately fifteen per cent of Hansen students are English Language Learners. Hansen has a philosophy of offering many exciting learning opportunities to its community. Hansen offers students in grades K – 5 the chance to learn in multiage environments. Hansen also offers students the opportunity to loop with the same teacher and classmates for two consecutive years. The whole school has a strong emphasis on parent/family involvement.

**JOB DESCRIPTION:** The AmeriCorps position at Hansen will focus on working with at risk students of various needs to improve basic skills in reading, English language acquisition, conflict resolution, social skill development, and community service. The AmeriCorps member will also have the opportunity to design and implement alternative recess choices during lunch time periods. As a result, students will improve communication, reading, and problem solving skills. After school, the AmeriCorps member will work in partnership with Mercy Housing at Evergreen Vista in the Homework Club. During the summer months, the AmeriCorps member will assist with summer school classroom support.

### MAJOR RESPONSIBILITIES AND RELATED TASKS:

- Support reading by teaching and tutoring one to one or in small groups
- Assist with teaching and implementing conflict resolution skills
- Implement alternative recess activities
- Assist with after school homework club
- Increase and support family involvement by planning reading nights with South Sound Reading Foundation and Hansen Community Council
- Work with English Language Learners
- Have fun in an exciting school!

### REQUIRED QUALIFICATIONS:

- Applicants should have some experience working with elementary age children.
- Applicants should be able to follow the policy of the school being a drug, alcohol and violence free zone.