



UNE Tutoring Program Coordinator

Come to Maine and experience the natural beauty and exciting outdoor opportunities provided by its distinct four seasons! Maine Campus Compact (MCC) is a statewide coalition of colleges and universities whose purpose is to further the public purposes and civic mission of higher education. MCC's team of 10 VISTAs will develop programming that mobilizes college students to increase college aspirations in Maine's K-12 youth. This position will be based at the University of New England in Biddeford.

The University of New England seeks to engage a VISTA to help extend, enhance, and sustain its America Reads and America Counts Tutoring Program (ARAC) and College Aspirations Program (CAP). This motivated and enthusiastic individual will work in a university setting, mobilizing university students to be engaged in a variety of community service activities on and off campus. Specifically, this person will coordinate the recruitment, training and supervision of UNE students to work with local partner schools and their K-8 students in Biddeford, Saco, Old Orchard Beach and Kennebunk through the America Reads America Counts and College Aspiration programs. This person, through their work, will solidify and expand relationships with local area schools for UNE student volunteers to work with at risk students. This person will recruit more UNE student tutors while also working with guidance counselors to encourage participation by local high and middle school students. This person will also work to improve our organizational capacity by organizing service fairs, social media and impact visuals, as well as special service opportunities for UNE students and the community. This person will have an impact on both the UNE campus and the greater communities our UNE students as well as at risk youth.

The VISTA will be instrumental in the successful oversight and implementation of many aspects of the tutoring and mentoring programs at UNE. As outlined in the VISTA Activities Description, VISTA responsibilities include:

- Recruiting, training and coordinating UNE students to serve as America Reads America Counts tutoring program for elementary and intermediate level students in Biddeford.
- Developing program content, recruiting, training, and coordinating UNE students to serve as College Aspiration mentors/tutors at Biddeford, Old Orchard Beach, Kennebunk, and Saco
- Increase the organizational capacity of the Office of Community Engagement (OCCE). Activities that will increase and improve the organizational capacity of the OCCE will help increase the involvement of the UNE community to volunteer in the greater Biddeford area, including mentoring and tutoring opportunities as well as many other community needs.

Essential functions and qualifications:

- Bachelor's degree or higher required
- Strong oral and written communication skills
- Well-developed organizational abilities
- Motivated, independent worker

Desired functions and qualifications:

- Experience with recruitment activities
- Experience in college access initiatives
- Comfortable speaking in public and/or with groups and individuals

Benefits and terms:

MCC VISTAs receive a living allowance of roughly \$12,277 over the course of the year. Assistance in locating housing in Biddeford will be provided. Upon successful completion, choose either an education award of \$5,920 to use toward educational loans or future educational expenses or a year end stipend of \$1,800. If choosing the education award, members can put any qualifying loans in forbearance during their term and any accrued interest will be paid off by AmeriCorps at the end of the term. Members receive a health benefit allowance, are covered under workers' compensation, and have numerous professional development opportunities. *There will be a mandatory pre-service orientation July 30th-August 2nd; the official start date for MCC VISTAs will be Friday August 3, 2018, more information to follow.*

To Apply: Please create an AmeriCorps profile and apply at <https://my.americorps.gov/mp/login.do> online at: AND submit a resume & cover letter to MCC VISTA Leader Tom Gallant at tom@maincompact.org