

CILSA Student Leadership Positions 2008-2009, Page 1 of 4

These pages are designed to help you understand the breadth of student leadership opportunities across CILSA's programs. Please review the materials carefully and talk with current CILSA students and staff to determine which positions meet your personal, professional, and academic goals. Use the CILSA Student Leadership Positions Application for all of these positions, *except* for Jumpstart Corps Member, Team Leader and Volunteer Coordinator. For these Jumpstart positions, apply online by visiting www.jstart.org/apply.

Academic & Administrative Positions:

Title	Description	Desired Qualifications & Experience	Program Basics & Commitment	Financial Benefits
<p style="text-align: center;">Engaged Learning Facilitators</p> <p style="text-align: center;">(2 positions available)</p>	<p>These students are leaders who facilitate the service and learning experiences of their peers engaged in coursework with service-learning (SL) and community-based research (CBR) components. Collaborate with faculty members and community partners. Duties include, but are not limited to, presentations, research, and community partner relations.</p> <p>Supervisor: CILSA Community Partnerships Coordinator</p>	<ul style="list-style-type: none"> • Commitment to service and social justice education • Experience in at least one SL or CBR course, and service experience • Desire to help peers become more socially conscious • Some knowledge of local non-profit organizations • Strong organizational, interpersonal, and leadership skills • Personal ethic of service • Minimum GPA: 2.5 	<ul style="list-style-type: none"> • 10 hours/week (academic year) • One-year commitment; renewable • Weekly staff meetings/ professional development • Late August training • Mid-year retreat/ training 	<ul style="list-style-type: none"> • Approx. \$8/hour (FWS only) • \$1000.00 AmeriCorps Education Award at completion of 300 hrs. of service (optional)
<p style="text-align: center;">CILSA Office Assistant</p> <p style="text-align: center;">(2 positions available)</p>	<p>These students provide key support to CILSA's central functions and the Information and Referral Center (IRC) on the first floor of Ferroggiaro. Duties include, but are not limited to, providing a welcoming presence in the IRC, filing, data entry, typing, and assisting with one-time service projects.</p> <p>Supervisor: CILSA Office Manager</p>	<ul style="list-style-type: none"> • Strong interpersonal and leadership skills • Friendly, helpful, and flexible • Task-oriented, organized • Ability to work independently • Personal ethic of service • Computer skills such as Excel and Word • Preferred GPA: 2.5 	<ul style="list-style-type: none"> • 10 hours/week (academic year) • One-year commitment; renewable • Monthly staff meetings • Late August training • Mid-year retreat/ training 	<ul style="list-style-type: none"> • Approx. \$8/hour (FWS only)
<p style="text-align: center;">Jumpstart Office Assistant</p> <p style="text-align: center;">(1 position available)</p>	<p>This student supports administrative functions of the Jumpstart program. Duties include, but are not limited to, ongoing data entry, copying, faxing, campus deliveries, and filing.</p> <p>Supervisor: CILSA Jumpstart Site Manager</p>	<ul style="list-style-type: none"> • Attention to detail • Ability to work independently • Professionalism • Some computer skills • Desire to work in high-energy service-oriented environment • Preferred GPA: 2.5 	<ul style="list-style-type: none"> • 4-6 hours/week (academic year) • One-year commitment; renewable 	<ul style="list-style-type: none"> • Approx. \$8/hour (FWS only)

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Bonner Leader Positions:

Title	Description	Desired Qualifications & Experience	Program Basics & Commitment	Financial Benefits
<p align="center">Community Bonner Leaders</p> <p align="center">(Community-Based, 13 positions available)</p>	<p>These students will provide direct service to the poor and marginalized by working approximately 10 hours per week with a specific community organization in the Bay Area.</p> <p>Students will also connect fellow students with their partner organization and will give presentations for service-learning students and faculty as necessary.</p>	<ul style="list-style-type: none"> • Commitment to service and social justice education • Previous Service Experience • Desire to work in surrounding Bay Area Communities • Communication skills; organized, professional • Time management skills • Ability to provide own transportation • Minimum GPA: 2.5 	<ul style="list-style-type: none"> • 10-12 hours/week (academic year) • One-year commitment; renewable • Bi-weekly community nights (Tues 7-8:30pm) • Late August training & mid-yr. retreat/training 	<ul style="list-style-type: none"> • Approx. \$10/hour • \$1000.00 AmeriCorps Education Award at completion of 300 hrs. of service (optional)
<p align="center">Service Project Bonner Leaders</p> <p align="center">(Campus-Based, 2 positions available)</p>	<p>These students will plan, organize, and lead group service projects with partner organizations including but not limited to: Alameda Point Collaborative, St. Mary's Center, and St. Anthony Foundation. There will be four service projects per semester.</p>	<ul style="list-style-type: none"> • Commitment to service and social justice education • Desire to mobilize fellow college students to advance culture of service at SMC • Previous Service Experience • Previous Leadership experience • Excellent Communication skills. • Organized; Detail Oriented • Work as team w/ other campus based coordinators • Willingness to drive campus vans. • Minimum GPA: 2.5 	<ul style="list-style-type: none"> • 5-12 hours/week (academic year) • One-year commitment; renewable • Weekly staff meeting w/ other Campus Based Bonner Leaders • Some weekends and nights • Bi-weekly community (Tues 7-8:30pm) • Late August training & mid-yr. retreat/training 	<ul style="list-style-type: none"> • If 5 hours/week, then \$500/semester • If 10-12hrs./wk, then approximately \$8/hr (FWS only) • \$1000.00 AmeriCorps Education Award at completion of 300 hrs. of service (optional)
<p align="center">Social Action & Education Bonner Leaders</p> <p align="center">(Campus-Based, 2 positions available)</p>	<p>These students will serve as social justice education advocates at St. Mary's. Students will lead social justice education workshops, plan and organize events such as: Oxfam Hunger Banquet, 2008 Voter Registration Drive, and other initiatives to be determined.</p>	<ul style="list-style-type: none"> • Commitment to service and social justice education • Desire to mobilize fellow college students to advance culture of service at SMC • Previous Service Experience • Previous Leadership experience • Excellent Communication skills. • Organized; Detail Oriented • Work as team w/ other campus based coordinators • Willingness to drive campus vans. • Minimum GPA: 2.5 	<ul style="list-style-type: none"> • 5-12 hours/week (academic year) • One-year commitment; renewable • Weekly staff meeting w/ other Campus Based Bonner Leaders • Some weekends and nights • Bi-weekly community (Tues 7-8:30pm) • Late August training & mid-yr. retreat/training 	<ul style="list-style-type: none"> • If 5 hours/week, then \$500/semester • If 10-12hrs./wk, then approximately \$8/hr (FWS only) • \$1000.00 AmeriCorps Education Award at completion of 300 hrs. of service (optional)
<p align="center">Service Immersion Bonner Leaders</p> <p align="center">(Campus-Based, 2 positions available)</p>	<p>These students will plan, organize and lead one service immersion weekend per semester (e.g., overnight and service in the Tenderloin of San Francisco)</p>	<p align="center">All Bonner Leaders report to the CILSA Community Engagement Coordinator.</p>		

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Jumpstart:

Jumpstart's mission is to work toward the day every child in America enters school prepared to succeed. To this end, Jumpstart trains and supports college students to serve as part-time Corps members, working individually with young children to build skills crucial to school success. Jumpstart Corps members serve in preschools in East and West Oakland that serve low-income children and families. All Jumpstart Positions report to the CILSA Jumpstart Site Manager. To apply for positions as Corps Member, Team Leader and Volunteer Coordinator, visit www.jstart.org/apply. To apply for Program Intern, contact Christina Burgess, Jumpstart Site Manager, at cmb2@stmarys-ca.edu.

Title	Description	Desired Qualifications & Experience	Program Basics & Commitment	Financial Benefits
<p style="text-align: center;">Corps Member</p> <p style="text-align: center;">(~40 positions available)</p>	<p>Corps members make a year-long commitment that will have a substantial impact in the life of a young child. Responsibilities include:</p> <ul style="list-style-type: none"> • Participate in Jumpstart sessions with a team of your peers: 4 hours per week • Serve in the preschool classroom during the regular school day: 2 hours per week • Participate in on-going training on early childhood education, social justice, etc.: 2 weekends per year and 2 hours each week • Participate in team meetings: 2 hours per week • Communicate with partner child's family • Attend periodic service days: 2 Saturdays per year 	<ul style="list-style-type: none"> • Passion for working with young children (but no prior experience necessary) • Ability to work well on a team • Able to make long-term, year-long commitment • Past work experience preferred • Preferred GPA: 2.5 	<ul style="list-style-type: none"> • 12-14 hours per week • One year, 300-hour commitment • Two weekend trainings per year (September and February) • Two Saturday service days per year 	<ul style="list-style-type: none"> • \$10/hour (FWS only) • \$1000.00 AmeriCorps Education Award at completion of 300 hrs. of service (optional)
<p style="text-align: center;">Team Leader</p> <p style="text-align: center;">(7 positions available)</p>	<p>The team leader prepares a team of Corps members to provide educational activities to young children and families. Responsibilities include:</p> <ul style="list-style-type: none"> • Planning and implementing effective Jumpstart sessions • Facilitating team meetings • Coaching Corps members to use developmentally appropriate practices with young children • Attend weekly Team Leader meetings • Attend and possibly facilitate weekly ongoing training on early childhood education, social justice, etc. • Foster team morale • Partake in ongoing leadership development opportunities 	<ul style="list-style-type: none"> • At least one year of Jumpstart experience preferred • Ability to lead a team of peers • Prior experience working with young children • Preferred GPA: 2.5 	<ul style="list-style-type: none"> • 13-15 hours per week • One year 300- or 450-hour commitment • Three weekend leadership retreats per year (August, September and February) • Two weekend trainings per year (September and February) • Two Saturday service days per year 	<ul style="list-style-type: none"> • \$10/hour (FWS only) • \$1000 (or \$1250) AmeriCorps Education Award at completion of 300 (or 450) hrs. of service (optional)

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More Jumpstart Positions ...

<p>Volunteer Coordinator (1 position available)</p>	<ul style="list-style-type: none"> • Assist with Corps member recruitment • Help SM plan and implement Future Teachers Institutes (2x per year) • Read for the Record support • Plan and implement Saturday Service Days (2x per year) • Support Family Involvement efforts • Plan program-enhancing events (supply drive, materials creation nights, etc.) • Support Carnival for Kids 	<ul style="list-style-type: none"> • Professionalism • Desire to plan and implement events that support early childhood education • Preferred GPA: 2.5 	<ul style="list-style-type: none"> • 10 hours per week • One year 300-hour commitment • Three weekend leadership retreats per year (August, September, and February) • Two Saturday service days per year 	<ul style="list-style-type: none"> • \$10/hour • Optional AmeriCorps Education Award (\$1,000) upon completion of 300-hour commitment
<p>Program Intern (1 position available)</p>	<ul style="list-style-type: none"> • Provide support and build community among Team Leaders • Support team building among Jumpstart Corps • Support Volunteer Coordinator with family involvement, recruitment, and other program activities • Assist SM with Observation and Feedback process • Facilitate weekly Team Leader Meetings • Assist SM with weekly trainings • Review Child Portfolios • Advocate for service and civic engagement campus-wide • Serve as Jumpstart representative on Community Engagement Council • Help facilitate leadership retreats 	<ul style="list-style-type: none"> • At least one year of Jumpstart or similar teaching experience required • One year Team Leader experience preferred • Preferred GPA: 2.5 	<ul style="list-style-type: none"> • 10-12 hours per week • Three weekend leadership retreats per year (August, September, and February) 	<ul style="list-style-type: none"> • \$10/hour (FWS only)