POSITION: Community Outreach Coordinator, Service-Learning Program

DUTIES:
- Serve as primary liaison between Boise State Service-Learning Program and community agency partners.
- Coordinate Service-Learning agency partnerships, including agency recruitment, orientation, training, and support. Conduct occasional site visits to new agency partners.
- Assist Service-Learning Coordinator in proposing class/agency matches
- Assist in the placement and orientation of BSU service-learning students at partnering agencies.
- Organize, present, and facilitate pre- and mid-semester luncheons for service-learning faculty and agency partners.
- Provide direct service to meet community needs along side service-learning students (at least 25% of work hours)

COMPENSATION $7.00-$8.00 per hour depending on experience
- Training in service-learning methodology, leadership, facilitation, and volunteer management
- Letters of recommendation
- Valuable contacts with community agencies and networking skills
- A deepened understanding of human services and non-profit networks in the Boise area

HOURS:
Ten to fifteen hours per week, Monday-Friday, 8:00 AM-5:00 PM. Schedule will remain flexible depending on student schedule and agency needs. Two hours per week will be dedicated to leadership development and training through the Service-Learning Office.

REQUIRED QUALIFICATIONS
- Work-study award from the BSU financial office (preferred by not required)
- Community service or community organizing experience.
- Excellent interpersonal and communication skills.
- Ability to work independently.
- Ability to be flexible and creative.

TO APPLY:
Send a cover letter and resume to:
Kara Hartmann
Service-Learning Program
1910 University Drive
Boise, ID  83725-1150
(208) 426-2380 telephone  426. 3785 (fax)
khartman@boisestate.edu
www2.boisestate.edu/servicelearning

What is Service-Learning?
Service-Learning is a teaching strategy that integrates academic instruction with relevant community service to gain further understanding of course content and an appreciation for the real-life relevance of the discipline.

For more information:
www2.boisestate.edu/servicelearning

Position open until filled.