



Program Coordinator (AmeriCorps Coach Across America) – SOS Outreach Avon, CO Full-Time

SOS Outreach, founded and headquartered in Colorado's Vail Valley, is a national youth development nonprofit utilizing outdoor experiential learning to inspire positive decision making for healthy and successful lives. Every SOS program incorporates the six core values of courage, discipline, integrity, wisdom, compassion and humility. SOS mentors help students define and practice these core values as they provide a consistent adult presence for students who may not otherwise have a positive role model in their lives. The program targets kids with poor grades, low attendance and behavioral issues, intervening in situations that typically lead to high school dropout. SOS teaches a year-round, multi-year progressive curriculum beginning with a five-day introductory program, continuing with the four-year mentor lead curriculum and culminating when students return to SOS in a junior mentor capacity. Throughout the curriculum, SOS students focus on outdoor experiential learning, character development, values-based leadership training, and social justice advocacy.

Responsibilities

The Program Associate is a full-time, year-round position based in Avon, CO. SOS will be placing two FT Coaches in this location. Throughout their term of service, the Coaches will be focused on increasing the dosage, duration, and saturation of programs being provided to participating participants. 80% of time will be spent on program management, 10% will be spent on administrative duties, and 10% will be spent on resource development to support year-round program expansion. The position will average 35-40 hours a week over a 12-month term, although it is expected that the coordinator will work more hours in the winter and summer during direct program days. This position is a 12-month opportunity funded through AmeriCorps and Coach Across America.

- The CAA placement includes direct service during program days, service learning days, leadership workshops as well as significant in-office planning and preparation time.
- Work with Program Director to manage all program logistics for programs in Eagle County including: program implementation, youth agency recruitment, participant recruitment, mentor recruitment, and graduation facilitation.
- Manage database administration for programs.
- Support SOS Outreach programs, events, awareness days, and fundraisers involving organization of volunteers for preparation, execution, and clean-up. All events will support local program development through direct cash and in-kind donations.
- Assist in resource development to support program expansion in Eagle County through grant applications, individual donor solicitations, fundraising

events and manufacturers. The Coach will be focused on in-kind donations of equipment that will support program expansion as well as funding to support program scholarship opportunities.

- Schedule with corresponding Program Director, to ensure SOS Eagle County office hours will be adequately covered.
- In addition to site-specific duties, Coach Across America Coaches are also responsible for the following CAA/AmeriCorps program elements:
 - Attending a national CAA training conference
 - Completing timesheets
 - Reflecting on their work in guided reflection logs; and
 - Participating in a National Day of Service
- Coach Across America is an intense experience and Coaches are asked to go above and beyond each and every day. Being a part of Coach Across America connects our Coaches both with their local communities and a larger national movement of people dedicated to serving youth through sports.

Qualifications

- Minimum of 18 years of age, US citizen or permanent resident status
- Experience, comfort, and passion in working with disadvantaged youth.
- Awareness of factors impacting the lives of underserved youth.
- Interest in and experience with outdoor based sports and activities such as camping, rock climbing, rafting, skiing, snowboarding and backpacking.
- Must be an independent worker with an ability to thrive in a dynamic work environment.
- Excellent written and oral communication skills.
- Ability to lead and motivate staff and volunteers.
- Proficiency with computer programs including Microsoft Office Suite.
- Spanish language proficiency and cultural literacy (preferred).

About Coach Across America

- A living stipend of \$14,000/year (pre-tax)
- A three day Coach Institute Training
- Loan forbearance or deferment for qualified student loans
- An education award of \$5,550 to apply to existing student loans or future education
- Health coverage
- 10 personal days
- 1 year of non-competitive eligibility for Federal jobs

How to Apply

To apply for this position, you must apply directly to SOS Outreach, by sending a resume, cover letter, and contact information for two references to jobs@sosoutreach.org.