



ATTACHMENT A: Position Description

Construction Skills Trainer AmeriCorps Member/Full-time

PURPOSE AND SCOPE

This is a one year term, full-time (average 70-80 hours/ two week pay period) position as an AmeriCorps member of PROJECT REBUILD, INC. / YOUTHBUILD CANTON. The Construction Skills Trainer position is responsible for helping to build and guide a team of youth capable of safely building and refurbishing YouthBuild AmeriCorps houses designated for low-income individuals. In addition, the member will provide support, guidance and encouragement in the development of youth leadership and personal development skills.

DUTIES

- Build and maintain positive relationships with all students
- Teach basic construction skills
- Teach proper use of all tools
- Be responsible for overall safety enforcement
- Keep track of all tools and equipment used on the job on a daily basis
- Assist in personal and vocational counseling and development of trainees leadership skills in conjunction with other YouthBuild staff
- Serve as public ambassador for the program, YouthBuild USA, and AmeriCorps.
- Participate in PROJECT REBUILD, INC. / YOUTHBUILD CANTON, YouthBuild USA, and AmeriCorps training, service projects, and other activities
- Assist with the planning and/or implementation of a project on a designated national day of service such as September 11th National Day of Service & Remembrance, Make A Difference Day, Martin Luther King, Jr. Day; Global Youth Service Day and AmeriCorps Week
- Promote the value of service on the construction site

MINIMUM QUALIFICATIONS

Must be at least 18 years of age, and be a US Citizen, US National, or lawful permanent resident of the US. Must adhere to the policies related to the Drug Free Workplace Act.

SKILLS AND ABILITIES REQUIRED

- Knowledge of construction practices and experience in construction.
- Interest in and commitment to sharing expertise to assist in the skill-development of program youth.
- Skilled at taking initiative, problem solving, and working independently.
- Skilled at building interpersonal relationships and to work/serve effectively as part of a team.
- Strong verbal skills, to communicate effectively with staff, volunteers, and community groups.
- Skilled at written communication, to develop program materials and reports.
- Dependable and able to maintain positive attitude, to fulfill commitment to term of

service.

- Committed to the concept of national service and to making a difference in the community.
- Basic computer literacy, to be able to produce program materials
- Able to react to change productively and to handle other tasks as assigned.

BENEFITS

The Construction Skills Trainer AmeriCorps members receive a living stipend of \$16,150.00 paid out bi-weekly over the term of service, and health insurance if they are not already covered. Members may also qualify for child care allowance.

Upon successful completion of service (defined as completion of at least 1700 hours within the one year term), members receive an education award of **\$5,920**. Other benefits include student loan deferment, professional training, valuable networking opportunities, serving with a dedicated team of AmeriCorps members and staff, and the opportunity to make a real difference.

We consider applicants without regard to race, color, religion, sex, national origin, age, disability, marital or veteran status, sexual orientation, or any other legally protected status. Reasonable accommodations are available on request.

SUPERVISION

The Construction Skills Trainer AmeriCorps member reports to JACOB MARTIN.

- *This position does have recurring access to vulnerable populations.*

NOTICE OF CIVIL RIGHTS: A person, including a member, a community beneficiary, a service recipient, or program staff, may not, on the grounds of race, color, national origin, sex, orientation, age, political affiliation, disability, or, in most cases, religion (except as noted below) be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination, directly or through contractual or other arrangements, under any program or activity receiving federal financial assistance.

If you believe that you or others have been discriminated against, or if you want more information, contact YouthBuild USA in Somerville, MA at americorps@youthbuild.org.

Every effort shall be made to grant reasonable accommodation for qualified people with disabilities to participate in this AmeriCorps program.