



## **Position Announcement: AmeriCorps Member – Assistant Construction Skills Trainer**

This is a full-time (40 hours/week) position as an AmeriCorps member of HEART OF OREGON CORPS YOUTHBUILD. The Construction Skills Assistant Trainer position is responsible for helping to build and train a team of youth capable of safely building and refurbishing YouthBuild AmeriCorps houses designated for low-income individuals. In addition, the Assistant Trainer 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
- \* Assist in teaching basic rough and finish carpentry, painting, and other construction skills
- \* Assist in teaching proper use of all tools
- \* Assist in teaching the proper use of all cleaning chemicals
- \* 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
- \* Participate in community service projects
- \* Attend all meetings and retreats as required
- \* Serve as public ambassador for the program, YouthBuild USA, and AmeriCorps.
- \* Participate in HEART OF OREGON CORPS YOUTHBUILD, YouthBuild USA, and AmeriCorps training, service projects, and other activities.
- \* Plan an annual National Youth Service Day event for YouthBuild AmeriCorps members

### **MINIMUM QUALIFICATIONS**

Must be at least 17 years of age, have a high school diploma or GED, and be a US Citizen, US National, or lawful permanent resident of the US.

### **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 \$12,630 paid out 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 (1700 hours of service over 11 months), members receive an education award of \$5,815. 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.

Please send a resume and cover letter to link or to Heart of Oregon YouthBuild, Attn: Kara Johnson, PO Box 279, Bend, OR 97709. For more information about Heart of Oregon YouthBuild please call 541-526-1380 or go to the Heart of Oregon Corps website at <http://heartoforegon.org>.

Final candidates will need to complete an interview, additional paperwork, provide references, and complete a background check and drug screening. Valid driving license and good driving record required, drivers must complete a DMV check. We are an Equal Opportunity Employer, women and minority candidates are encouraged to apply!

Position open until filled. If this ad is still up, then we're still hiring!

Heart of Oregon Corps is an equal opportunity employer; auxiliary aids and services are available upon request to individuals with disabilities. As a recipient of Federal financial assistance, Heart of Oregon Corps is prohibited from discriminating on the grounds of race, color, religion, gender, national origin, age, disability, political affiliation or belief, and against any beneficiary of programs on the basis of the beneficiary's citizenship/status as a lawfully admitted immigrant authorized to work in the United States. This project is funded by a grant awarded under the YouthBuild Grant Initiative, as implemented by the U.S. Department of Labor's Employment Training Administration.