



PY 24-25 Team UP AmeriCorps
Core Track
Position Description

Restorative Practices Coordinator

Program Overview: Led by the United Way of SWCO (UWSWC), Team UP AmeriCorps places AmeriCorps members at organizations throughout Southwest Colorado. While these members serve as part of a regional cohort and participate in regional cohort trainings and activities, they spend the majority of their term serving directly at a specific host site organization. **Through collaborative service, Team UP AmeriCorps members develop their own professional skills and passions, expand effectiveness of southwest Colorado organizations, and ultimately support people to thrive.** Team UP has been utilizing collective impact initiatives since 2015 to collaborate across sectors and promote communication towards common goals within rural Southwest Colorado communities.

The Juniper School (TJS) is a public charter school located in Durango, Colorado which serves approximately 200 students, kindergarten through seventh grade. TJS is a school that nurtures not only academic excellence but also social-emotional intellect. TJS is committed to building an authentic, diverse, and active learning environment for the children of our community. The Juniper School grows the whole child by celebrating and inspiring individuality, academic rigor, mindfulness, curiosity, and compassion for self, others, and the environment. Their vision is to cultivate creative, critical thinkers and compassionate hearts for a better tomorrow.

Service Position Summary: The Restorative Practices Coordinator will provide comprehensive and culturally competent social emotional support to students and promote positive climate and culture at TJS. The position will serve under the day-to-day direction of the Assistant Head of School and the School Counselor to provide de-escalation support to individual students as needed. They will initiate, promote and maintain positive relationships with students, parents, guardians, staff, admin, and community partners. They will collaborate with staff on creating and implementing Tier 1 and 2 tools and strategies to support the zones of regulation and coping strategies in the classroom as well as assist in managing student behavior.

Duties and Responsibilities: Team UP AmeriCorps members serve directly at their Host Site organization to develop, implement, and enhance programs, projects, and activities through direct and indirect service. Duties include:

- Provide direct service to students K-7 in need of social emotional support, regulation, and coping skills.
- Facilitate (and support the facilitation of) restorative circles/conferencing and mediation when conflict/harm occurs between students, staff, staff and students, families and staff

- Respond to conflicts as they occur with de-escalation support as needed.
- Serve collaboratively with Juniper teachers, school counselors, and administration.
- Develop and maintain positive relationships with students and staff as well as the community, and families.
- Maintain a calm restorative space for students.
- Incorporate social emotional learning in the classroom and unstructured environments including recess.
- Track host site and AmeriCorps data
- Attend Team UP AmeriCorps regional trainings, cohort connection days, and Days of Service

Physical, Emotional, and Intellectual Demands:

- Patience and empathy for interacting with young children
- Must be consistent and fair with decisions and actions
- Willingness to learn, adapt, and grow in a position
- Ability to serve independently, take initiative, and be motivated by the projects they are doing
- Compassion and awareness: self-awareness, awareness of cultural differences, social differences and understanding of implicit bias
- Strong commitment to justice, equity, diversity and inclusion

Desired Qualifications:

- Ethic of national and community service and a strong desire to create positive change
- Ability to communicate effectively both verbally and in writing; computer literate
- High School Graduate or GED required, college graduate or equivalent work experience preferred
- Ability to pass criminal history check
- Reliable transportation & proof of auto insurance
- U.S. Citizenship or lawful permanent resident status required

Term of Service - Time Commitment: This is a Three-Quarter time national and community service position requiring, at a minimum, a total of 1200 hours during the year (approximately 40 hours/week.) The position begins September 9, 2024 and ends May 31, 2025. Flexible hours are required, including occasional evening and weekend commitments.

Note: While this position officially starts on September 9th, TJS does much of its staff training during the month of August. The hope is that the person in this position would attend various TJS trainings and events in August. Pay for this time TBD.

Service on the following dates is required:

- September 9-10: Team UP AmeriCorps Member Orientation
- September 11: Host Site Orientation
- October TBD: Fall Group Service Day
- Jan. 20 : MLK Jr. Day of Service Event
- March 31: Cesar Chavez Day of Service Event
- 2nd Tuesdays of Nov, Feb, April, & June: regional Team UP AmeriCorps Member Trainings

Training and Support Provided: Team UP AmeriCorps members receive significant training and experience in community engagement, project implementation, leadership, diverse populations, and

more. Up to 20% of total hours served may be spent in applicable, approved trainings. Members will be supervised and supported by Juniper School Assistant Head of School Kristin Harmon (kharmon@tjsdurango.com), as well as by Team UP AmeriCorps program staff. The PY 24-25 cohort of Team UP AmeriCorps members serving throughout the region will also act as additional resources and support for each other.

Location and Service Conditions: This position is based at The Juniper School, 225 Sawyer Drive in Durango, Colorado. Additional other off-site engagement and partnership activities may be required.

Benefits:

- A living allowance of approx. \$1,000/per pay period (twice per month). Taxes are deducted and the living allowance is distributed by direct deposit to the member's bank account.
- An education award of \$5,176.50 upon successful completion of term of service.
- Health Insurance
- Childcare Assistance, if qualifications are met
- It is possible to temporarily postpone repayment of qualified student loans through forbearance while serving as an AmeriCorps member
- Mileage reimbursement for travel to required AmeriCorps trainings and gatherings
- Non-tangible benefits including extensive training, valuable experience, networking, and the opportunity to serve the local community in a crucial area of need

Diversity and Equal Opportunity: United Way values the diversity of our community. In principle and in practice the diverse nature of our board, staff, and volunteers is recognized as one of our best assets. We respect each individual's unique gifts and prohibit unfair or discriminatory practices against anyone because of age, race, color, religion, national origin, disability, gender, sexual orientation, and any other protected category.

To Apply:

Step 1. Email a cover letter and resume to Team UP AmeriCorps Coordinator Anne Poirot @ AnneP@unitedway-swco.org. Be sure to indicate which position(s) you are interested in.

Step 2. Create an account on [myAmeriCorps.gov](https://my.americorps.gov) and submit an application for the <https://my.americorps.gov/mp/listing/viewListing.do?fromSearch=true&id=122723>. **Please complete BOTH steps to apply.**