



Position Title:	4-H SPIN Club Coordinator	Category:	AmeriCorps Service Member
Host Site:	Western UP, Michigan including counties bordering Wisconsin	Site Supervisor:	TBD
Stipend:	\$7,140 (pre-tax)	Education Award:	\$3,097.50 (pre-tax)
Position Type:	Reduced Full-time 900 hours	Dates of Service:	March 2021-September 2021

ROLE AND RESPONSIBILITY

The 4-H SPIN Club Coordinator will be responsible for delivering SPIN club programming to area schools and/or community partners. Tasks will include:

- Plan and organize 10 virtual 4-H SPIN (special interest) clubs with volunteers that focus on science, technology, engineering, arts, and math (STEAM) topics and utilize the 4-H SPIN Club guide, planning worksheet, and record of finances
- Engage between 50 and 60 new youth in 4-H SPIN club programming
- Provide support to 4-H volunteers who provide guest programming or otherwise support 4-H SPIN Clubs and associated activities
- Host virtual quarterly family engagement events
- Collect data and submit reports to the Site Supervisor and to the 4-H STEAM Corps Program Manager
- Potential for activities related to COVID-19 response, specifics TBD

MINIMUM QUALIFICATIONS

- At least 18 years of age
- U.S. citizen, U.S. national or lawful permanent resident of the U.S.
- Possess a high school diploma or GED equivalent
- Pass the following checks: ICHAT, National Sex Offender Public Website, HireRight, FBI Fingerprinting, and any additional checks based upon State of Residence

PREFERRED SKILLS

- Experience working with diverse (multiple ages, ethnicities, religions, etc.) populations
- Excellent verbal and written communication skills
- Passion for science, technology, engineering, art, and/or math (STEAM)
- Knowledge of youth development, volunteer recruitment and management
- Outgoing, confident and able to work in a fast paced virtual environment

WORK ENVIRONMENT

Due to the on-going COVID-19 pandemic and the need to maintain social distancing protocols, members will serve from home for a significant part of the year. Members will receive a computer from MSU Extension, and they need to have a secure and stable Internet connection. The program will provide extensive and ongoing training and support on coordinating online programming. It is important that members are comfortable with technology and/or willing to learn.

COMPENSATION

Members will receive a living allowance of \$7,140 (pre-tax) to be distributed bi-weekly throughout their service term as well as student loan forbearance for qualified loans. Upon successful completion of service, an education award in the amount of \$3,097.50 will be issued. Members will serve 30 hours/week.

Interested parties should submit a cover letter and resume to Kristin Havelka at mortonk@msu.edu. Applications reviewed on a rolling basis- open until filled. *Educational award transferable to children or grandchildren, contact us for details!*

MSU is an affirmative-action, equal-opportunity employer, committed to achieving excellence through a diverse workforce and inclusive culture that encourages all people to reach their full potential. Michigan State University Extension programs and materials are open to all without regard to race, color, national origin, gender, gender identity, religion, age, height, weight, disability, political beliefs, sexual orientation, marital status, family status or veteran status. Persons with disabilities have the right to request and receive reasonable accommodations.