

2007-2008 Opening

JOB DESCRIPTION

Service Learning Coordinator For Union 98

The role of a Service-Learning Coordinator is critical in creating and maintaining supportive relationships with U98 schools, community partners, and students.

Union 98 strongly believes that Service-Learning is a vital part of our educational community's culture, connecting classroom instruction with service experiences, and engaging youth in their communities. Our students are empowered with voice and choice in identifying, researching, and solving real problems, and in evaluating the effectiveness of their learning.

The Service-Learning Coordinator will be a stipendiary position supervised and evaluated by the Union 98 Director of Curriculum and Staff Development.

The coordinator's responsibilities will include:

1. Assisting staff to integrate Service-Learning into curricula/academic work.
2. Conducting site visits to Union 98 schools to meet with building representatives.
3. Maintaining the service-learning website.
4. Facilitating monthly Service-Learning Steering Committee meetings.
5. Overseeing TLC grant requirements.
6. Creating opportunities for professional development for community partners, teachers, and students that will increase their effectiveness in project outcomes.
7. Supervising AmeriCorps/VISTA volunteer and formulate VISTA work plan (if applicable).
8. Maintaining ongoing public relations (press releases, etc.)
9. Collaborating with building representatives, teachers, community partners, VISTA volunteer, and administration to ensure that service-learning is encouraged as a methodology to enhance instruction.