



Position Announcement



Position: AmeriCorps Assistant Construction Skills Trainer
Location: Sisters, OR. Project locations Sisters, Madras, Prineville.
Anticipated Start Date: September, 2020
Anticipated End Date: July, 2021

Organization Summary: The Heart of Oregon Corp' mission is to inspire and empower positive change in the lives of young people through jobs, education and stewardship. We aim to improve economic and social vitality while increasing pathways out of poverty. We are training tomorrow's workforce today.

Heart of Oregon Corps' YouthBuild program serves local young people 16-24 years old throughout Central Oregon. YouthBuild members transform their lives and roles in society through earning their GED, high school diploma, or college credits, learning job skills, and serving their community through building affordable housing. Members in our program divide their time between classroom, field (construction sites), and leadership development. The Assistant Construction Skills AmeriCorps position serves alongside these local, Opportunity Youth members. A staff Construction Trainer oversees each crew.

Project Summary: The Assistant Construction Skills Trainer will complete 1700 hours of service over 11 months (September 2020 – July 2021). Under the direction of the Construction Manager and the Program Director, the Assistant 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. This includes: developing and implementing in-field training opportunities; service education; field logistics support; and project partner satisfaction tracking. This position will have a special emphasis on helping members practice technical construction skills while encouraging a safe service environment.

Benefits:

- A taxable \$14,279 (pre-tax) living allowance dispersed bi-weekly over 43 weeks (\$664.14 bi-weekly).
- Health and childcare benefits available as eligible.
- Paid Federal holidays, sick time, and vacation days.
- Student loan forbearance (for qualifying federal student loans).
- A \$6,195 education award granted upon successful completion of the program.
- Members may also qualify for childcare allowance.
- Professional development and training opportunities such as: OSHA 10, First Aid and CPR, NCCER Construction Certification, career planning, volunteer management, and youth development. AmeriCorps trainings and conferences as assigned.
- Opportunity to live, travel, and serve in Central Oregon.

Specific Duties (to include, but not limited to)

- Build and maintain positive relationships with all students.
- Teach basic construction skills.

- Teach proper use of all tools.
- Be responsible for overall safety enforcement.
- Check and restock first aid kits in trailers, vehicles, and facilities at least one time per month.
- 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 Heart of Oregon YouthBuild staff.
- Plan and implement Service Learning opportunities in collaboration with other Heart of Oregon Corps programs and partner organizations.
- Promote the value of service on the construction site.
- Assist Crew Leaders in tool/equipment inventory tracking and scheduled maintenance of vehicles.
- Assist in the delivery of other program services as assigned to the extent that it is not in conflict with the primary position responsibilities or any AmeriCorps provision including the AmeriCorps Prohibited Activities.

Required Qualifications

- 21 years of age or older highly preferred for driving qualifications (will consider 19 years old and up with corps/YouthBuild experience).
- Valid driver's license.
- U.S. citizen, national or lawful permanent resident.
- Ability to commit to the full term of service for which they are applying.
- Ability to pass a drug test.
- Must successfully pass a fingerprint criminal history background check provided through the State of Oregon Clearinghouse, FBI criminal identification systems, the member's home state, and upon a satisfactory report from the National Sex Offender Registry.
- Regular and reliable attendance and dependability.
- Excellent interpersonal and problem-solving skills: ability to relate to a wide range of issues, people, and institutions.
- Excellent attention to detail, accuracy, and completeness of tasks.
- Excellent oral and written communication skills and ability to write professional communication.
- Ability to relate sensitively to a multiracial and multicultural group of young people. Respect for the ideas and intelligence of young adults.

Physical Requirements: Frequent lifting and carrying of up to 50 lbs. Standing, walking, bending, hiking for long hours. Ability to work outside in all weather conditions, including extreme heat, cold, and rain. Ability to drive 10-15 passenger vans and 4WD drive vehicles. Ability to pull and back up trailers safely (or ability to learn).

Travel: Position requires frequent local travel in HOC vehicles. Occasional overnight travel required. Occasional use of personal vehicle with mileage reimbursement required. Must not have any major traffic violations or citations.

Hours: Mon-Fri with some evenings and weekends required. Must have a flexible schedule to respond to activities at a short-notice.

To Apply: Submit cover letter, resume, and two references to kara.johnson@heartoforegon.org or fax to 541-504-3843, or mail to: PO Box 279, Bend, OR 97709.

Applications due Aug. 14th, 2020. Early submission of applications is encouraged!

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.