



Things that ATC principal can revise

Things that KyCC will take care of

Join AmeriCorps!  
Mentor Kentucky high school students at the Paducah ATC

**Position Title:** College and Career Coach

**Location:** Paducah Innovation Hub, 500 South 25<sup>th</sup> Street, Paducah, KY, 42003

**Dates:** ASAP – May 27, 2021 (optional extension through 7/31/21\*)

**Hours:** 37.5 hours/week, Monday-Friday

**Pay:** \$1,310 per month in living allowance, less FICA and other applicable taxes

**Benefits:** Healthcare and childcare eligibility, federal student loan forbearance eligibility, professional development, and an education award of \$4,441.50 upon completing service.

**Minimum**

**Qualifications:** 64 college hours, excellent communication and organizational skills

**LCATC Contact:**

*\*If funding allows, College and Career Coaches who commit to returning in August 2022 will have the option to serve in June and July, 2022 with living allowance and benefits.*

**Position Description:**

All Kentucky students deserve a chance to succeed and having a mentor really helps!

Kentucky College and Career Coaches serve full-time, mentoring students to successfully finish high school with a postsecondary plan: college, apprenticeship, military, or workforce. The coaches are AmeriCorps national service members who are part of a nation-wide network of 80,000 dedicated individuals helping to make our communities stronger.

At the Paducah ATC you will mentor a core group of students from each grade level (9<sup>th</sup>-12<sup>th</sup> grade). Since each student is unique, you will adapt your approach to what each student needs to be successful. You will also be involved in school-wide activities such as workshops (e.g. FAFSA, financial aid), events (e.g. speakers on various careers), and visits (e.g. college visits, job shadowing).

**Program Goals**

Efforts to reach both the whole-school population and the priority students are measured by the:

- a. Number of core students who participate in the program throughout the school year;
- b. Number of students graduating from high school; and
- c. Number of students entering post-secondary institutions, military, and/or apprenticeships.

## Student Benchmarks

The Kentucky College and Career Coach can help increase the:

- a. Number of students reaching college readiness benchmarks in math/reading, measured by the 11<sup>th</sup> grade ACT;
- b. Number of students applying to college, apprenticeships, military;
- c. Number of students filing the FAFSA;
- d. Number of students attaining industry certifications; and
- e. Number of students who enter college and then persist to sophomore standing.

## Types of Activities used by College and Career Coaches:

- a. Helping students in career planning;
- b. Helping students with time and organizational skills;
- c. Recruiting volunteers within the community to assist with career awareness;
- d. Assisting with classroom instruction by embedding college planning materials among core content;
- e. Assisting teachers to develop effective tutoring plans for students who need academic assistance; and/or linking students to volunteers in the community and at local colleges for tutoring;
- f. Mentoring students about high school course selection and placement testing scores which can lead to successful postsecondary planning;
- g. Helping students develop financial literacy skills;
- h. Incorporating college-bound curriculum within various classes and school activities;
- i. Assisting with family nights and supporting parents with information about postsecondary options; and
- j. Other types of mentoring based on the needs of students and the direction of school staff and policy.

## Eligibility Requirements:

An AmeriCorps member must:

- be at least 17 years of age at the commencement of service;
- have a high school diploma or GED or agree to obtain prior to using the education award, or under special circumstances obtain a waiver;
- be a U.S. citizen, U.S. national, or lawful permanent resident alien of the U.S; and
- satisfy the National Service Criminal History Check eligibility criteria.
- If selected, AmeriCorps members must provide proof of age and citizenship, including government issued photo identification. AmeriCorps positions are contingent on satisfactory results of such criminal history checks.

## HOW TO APPLY

1. Do this first
2. Complete an AmeriCorps application using the following instructions

## AmeriCorps Application Process:

1. Create an account and an application in MyAmeriCorps.  
<https://my.americorps.gov/mp/recruit/registration.do>
2. Attach your application to the Kentucky College Coaches program here:  
<https://my.americorps.gov/mp/listing/viewListing.do?fromSearch=true&id=98193>

*Need help submitting your application?* Click here for step by step instructions:

<https://drive.google.com/file/d/19XnetmJ3EQ3S7-rp8Y6k8ilJaPjTOLL2/view>.

Still having problems? Contact Kyle Dorriere at [kyle.dorriere@kycompact.org](mailto:kyle.dorriere@kycompact.org).

**3. Complete a required screening survey and attach your professional resume:**

<https://forms.gle/Vt1hK9ynrJNaA4Br7>

**Discrimination statement:**

This AmeriCorps program has zero tolerance for unlawful harassment of any individual or group of individuals engaged in national service. AmeriCorps is committed to treating all persons with dignity and respect. Our agency prohibits all forms of discrimination and harassment based on race, color, national origin, gender, age (40 and over), religion, sexual orientation, disability (mental or physical), gender identity or expression, political affiliation, marital or parental status, pregnancy, reprisal, genetic information (including family medical history), or military service

The member will have a 90-day evaluation and an end-of-term evaluation by the site supervisor. This evaluation will take into account completion of service hours and successful completion of tasks assigned, as determined by the school site supervisor and as agreed upon by program staff

KCC sponsored by:

