



POSITION ANNOUNCEMENT

Position: 21st Century Scholar Ambassador
Department: Student Life/Academics
Reports to: Director of Engagement/Student Success

GRANT FUNDED POSITION

Position Overview: The Indiana Commission for Higher Education's ScholarCorps AmeriCorps program engages volunteers in fulltime AmeriCorps service. AmeriCorps is a network of national service programs that engage more than 75,000 Americans each year in intensive service to meet critical needs in education, public safety, health and the environment. Members who successfully complete a minimum of 1,700 hours of AmeriCorps service will receive a modest living allowance of up to \$20,370 and are eligible to receive \$6,345 AmeriCorps Education Award. The Award can be used to repay qualified student loans, or pay the cost of attending a qualified institution of higher education.

Service Description: ScholarCorps AmeriCorps members play an important role in making a difference in the lives of others, while gaining valuable civic and workforce skills. Through participation, ScholarCorps, AmeriCorps members become a part of the AmeriCorps national service network of improving lives and strengthening communities. Members gain valuable professional and educational benefits that have a lasting impact on the members and the communities they serve. ScholarCorps AmeriCorps members are placed at select colleges and universities across Indiana and serve as an on-campus resource to freshman and sophomore 21st Century Scholar students enrolled at that institution. The program aims to increase 21st Century Scholar retention and success by providing on-campus programming, director support, and connecting students to various on-campus resources, information, services needed to be successful in college. Each ScholarCorps AmeriCorps member will be charged with providing Scholars with resources in alignment with four programmatic goal areas, including 1.) Academic Performance and Persistence, 2.) Student Engagement and Enrichment, 3.) Career Exploration and Preparation, and 4.) Financial Literacy and Debt Management. ScholarCorps AmeriCorps Members also receive training and professional development and participate in National Days of Service as a member of the statewide AmeriCorps program.

Responsibilities:

- Increase student retention and success by providing on-campus programming and direct support to 21st Century Scholars.
- Track and monitor the academic performance of Scholars (mid-term and end of semester) and refer at-risk Scholars to on-campus tutoring, advising and academic support services.
- Connect Scholars with ongoing job-and career-related exploration resources, including career interest inventories, assessments, career services, job-shadowing and internships through EARN Indiana
- Enhance the overall collegiate experience for 21st Century Scholars by providing meaningful networking and social opportunities, leadership development programming and civic engagement activities.
- Monitor and support Scholar progress toward meeting scholarship eligibility requirements (e.g. 30 credit hour completion, state FAFSA filing deadline, Satisfactory Academic Progress, etc.).
- Plan and organize a minimum of two (2) all-Scholar volunteer service projects (e.g. make a Difference Day, MLK Day of Service, Earth Day, etc.).
- Assist in data collection related to semi-annual progress reports
- Participate in ScholarCorps Member trainings, orientation and professional development opportunities (e.g. statewide conferences, trainings, events, etc.).

Qualifications:

- Must be a United States citizen, national or lawful permanent resident of the United States.
- Associate degree or Bachelor degree preferred.
- Ability to make a full-year commitment from August **1, 2021 to July 31, 2022.**
- Proven leadership, organizational skills, public speaking and project management.
- Excellent verbal and written communication skills.
- Basic office computer skills, including word processing. Experience with spreadsheets/databases and desktop publishing preferred.
- Ability to work well with individuals from diverse backgrounds
- Ability to legally operate vehicle and access to a vehicle.
- Preference will be given to former 21st Century Scholars.

Benefits: (Grant Funded through Indiana Commission for Higher Education, no AU Benefits)

- Annual AmeriCorps Living Allowance of up to 26 equal payments of \$783.46 (before tax). Please note, the number of living allowance disbursements is contingent on service start date.
- AmeriCorps Education Award of \$6,345 upon successful completion of the full term of service.
- Student Load Forbearance and Interest Accrual Reimbursement on qualifying loans.
- Mileage reimbursement to offset travel expenses for mandatory trainings and events.
- Training and Professional Development.
- AmeriCorps Member Health Benefits.
- Childcare assistance for qualifying members.
- Housing opportunity possible.
- Access to Kardatzke Wellness Center.
- \$500 Food Stipend at the Olt Student Center Market Place.

Position Available: August 1, 2021. Review of candidates will begin immediately and continue until the position is filled.

Qualified and interested candidates should submit a letter of interest, resume and [employment application](#) to staffjobs@anderson.edu. Final candidates are expected to provide an official transcript. Persons with an application on file or qualified university employees may submit a letter of interest to staffjobs@anderson.edu. Current employees are also expected to notify their supervisor of interest in this position. Background check is required.

[Anderson University](#) is on a [mission](#) to educate students for lives of faith and service, offering more than [60 undergraduate majors](#), [30 three-year degrees](#), [20 NCAA Division III intercollegiate sports](#), alongside [adult](#) and [graduate](#) programs. The private, liberal arts institution is fully [accredited](#) and recognized among top colleges for its [business](#), [computer science](#), [cybersecurity](#), [dance](#), [engineering](#), [nursing](#), and [teacher education](#) programs. Anderson University was established in 1917 in Anderson, Indiana, by the [Church of God](#).

AU is an equal opportunity employer. Persons who bring diversity are encouraged to apply. Anderson University complies with federal and state requirements for non-discrimination in employment with regard to sex, age, race, color, disability, and national and ethnic origin.