AmeriCorps Member – Team Leader

Position Summary Overview:
The Arizona Supreme Court/Adult Probation Services Division seeks enthusiastic candidates to apply to the AmeriCorps Probation Support Services Program (APSS), as an AmeriCorps Member- Team Leader. Under general supervision, this AmeriCorps Team Leader position will build program capacity and provide additional support to members and host sites. For the 2019-2020 program year, the AmeriCorps APSS Team Leader will focus on member support through recruitment, teambuilding, mentorship, evaluation and supporting project coordination. The addition of the Team Leader will also assist in increasing the sustainability and long-term growth of the program by building program capacity through the creation additional program resources (curriculum and outreach materials). The Team Leader will also serve as the lead in planning and implementing statewide volunteer events especially emphasizing National Days of Service. The AmeriCorps Probation Support Services Team Leader will work under the direct supervision of the Program Manager and Program Specialist to ensure successful implementation of programming.

Minimum Qualifications:
21 years of age, High School Diploma /GED, a US Citizen, served as an AmeriCorps Member or Peace Corps Volunteer previously and must pass criminal background check.

Desired Qualifications:
The ability to multitask and manage a high-volume and time-critical work environment; excellent interpersonal skills; the ability to establish effective working relationships with others; the ability to communicate effectively both orally and in writing; the ability to plan, organize and maintain work flow; the ability to work under supervision and exercise judgment; basic computer skills. Should be able to accurately maintain statistics and records; maintain confidentiality of all parties.

Service Location:
If eligible, the Team Leader Position Members will serve at the Arizona Supreme Court, Adult Probation Services Division offices in downtown Phoenix, AZ.

Service Term Schedule:
The Team Leader will be required complete a Service Term of 300 hours over four months. Service hours will primarily be completed between 8am & 5pm, Monday through Friday. Candidates have a choice of two start dates: September 1st, 2019 or January 1st, 2020.
Responsibilities:

As an AmeriCorps Member, all Members must adhere to regulations, rules of conduct and must attend any training and events as required by, the Corporation for National Service (CNCS), the Arizona Supreme Court/Adult Probation Services Division- AmeriCorps Program and the Arizona Governor’s Office for Youth, Faith and Families as well as participate in any identified community service activity.

Program Benefits:

- AmeriCorps State & National Members receive a modest living allowance during their term of service.
- Upon successful completion of service, AmeriCorps Members receive an Educational Award that can be applied to educational costs or student loans.
- Team support and coaching
- Opportunities to participate in Professional Trainings in the field of Probation and Criminal Justice.

Prohibited Activities:

Members may not, while actively providing service, do any of the following: attempt to influence legislation; organize or engage in protests, petitions, boycotts, or strikes; assist, promote, or deter union organizing; impair existing contracts for services or collective bargaining agreements; engage in partisan political activities; participate in, or endorse, events or activities that are likely to include political advocacy; engage in religious instruction or proselytization; provide a direct benefit to a business organized for profit, a labor union, a partisan political organization, or other organizations specified by the CNCS; conduct a voter registration drive; provide abortion services or referrals for receipt of such services; and such other activities as CNCS may prohibit.

All interested applicants should follow the AmeriCorps application process, found here: [https://my.americorps.gov](https://my.americorps.gov)

This position is contingent on grant funds.