



MEMBER POSITION TITLE: Weight of the Fox Valley (WOTFV) AmeriCorps Service Member:
Calumet County Activity and Nutrition Community Coalition: (U-CAN) Youth Coordinator

HOST SITE: Calumet County Public Health, 206 Court Street, Chilton WI 53014

REPORTS TO: U-CAN Co-Chair, Calumet County Public Health Nurse

PARTNER HOSTS: Ascension Calumet Hospital in Chilton and Calumet County Public Health

OVERVIEW: AmeriCorps places members at a host site to enhance and expand host site programming. Ascension Calumet Hospital and Calumet County Public Health have agreed to host a one- year, full time, WOTFV AmeriCorps program member in Calumet County. The member will serve for one year with the Calumet County U-CAN Community Coalition. U-CAN and Ascension Calumet Hospital seek to empower residents to build and embrace healthy lifestyles through providing education and wellness opportunities, health services and programming focused on healthy lifestyles, physical activity and healthy eating habits.

Calumet County Public Health, Ascension Calumet Hospital in Chilton and WOTFV AmeriCorps program is seeking an individual to serve under the guidance of WOTFV AmeriCorps program and Calumet County Public Health to provide services to youth and parents in Calumet County in area public schools, childcare centers and nutrition programs.

For details regarding WOTFV AmeriCorps member benefits, program information, and prohibited member activity go to: www.weightofthefoxvalley.org/ameri-corps/ and www.Nationalservice.gov/programs/ameri-corps

Full Time members will serve 1730 hours during the year, averaging 34.5 hours/week

Member will have the ability to serve for the entire one-year term: September 1, 2018 to August 15, 2019

DESCRIPTION OF DUTIES:

- Coordinate and implement evidence based health education programming focused on healthy weight while avoiding duplication with existing programs
- Coordinate and implement community events promoting health education
- Recruit, train, and utilize volunteers to assist with health education programming, as needed
- Plan school events and involve local community leaders including county, city or hospital leaders
- Educate pre-school and school age students, before, during and after school, regarding healthy nutrition, exercise, bike and walk safety and reduced screen time.
- Work with school staff and volunteers to plan school events such as cook- offs, walk to school events, etc.
- Work with childcare center staff, educating about Breastfeeding Friendly program information and other health education, involving parents when possible
- Work with children and families to provide nutritional information at Women Infant and Children (WIC) program
- Coordinate local media coverage of planned events. Develop and post/submit to social media outlets such as Facebook, websites, Twitter, YouTube and newsletters
- Develop educational materials based on state and federal sources
- Provide regular updates to coalition members, partners and supervisors
- Attend meetings and trainings, including, but not limited to: coalition and coalition-related meetings to assist in planning staffing and reporting and Farm to School and Safe Routes to School project trainings.



- Participate and fulfill the duties of mandatory AmeriCorps trainings, events, and webinars
- Administer and collect data for health education programming
- Track health education survey results
- Prepare and maintain detailed reports, forms, records, correspondence, spreadsheets, and computer files including, but not limited to: health education survey results and attendance logs for health education recipients and volunteers.

QUALIFICATIONS:

The following are requirements per Corporation for National and Community Service-(CNCS), WOTFV AmeriCorps and host organizations:

- Be at least 18 years of age at the beginning of the service
- Be a U.S. Citizen, U.S. National, or Lawful permanent resident alien of the U.S. (as required by AmeriCorps rules and regulations),
- Hold a high school diploma or equivalent
- Provide information and complete, and pass a criminal history check
- Successfully complete Calumet County pre-employment requirements
- Bachelor's degree in Community Health, Health Promotion and Wellness, Health Science or related background and experience.
- Passion for health and wellness initiatives
- Experience working with youth and building relationships
- Experience working with, and appreciation and respect for, diverse populations, cultures, and economic life experiences.
- Ability to work directly with professional staff, adults, youth and children
- Ability to communicate professionally in oral and written form
- Ability to self-start and work well in a team setting
- Proficiency in Microsoft Office products-Word, Outlook, PowerPoint
- Proficiency with social media- Facebook, Twitter, YouTube
- Strong communication skills including public speaking, teaching, and interpersonal skills
- Ability to maintain confidentiality in all matters of the health department
- Ability to attend required orientation as determined by WOTFV AmeriCorps program
- Ability for attendance first day on site 9/4/2018, @ Calumet County Public Health
- Available 8AM to 4:30PM, Monday through Friday for usual work-day, some evening and weekend availability required
- Automobile driver's license, auto insurance, and ability to travel with own vehicle
- Passion for health and wellness initiatives

TRAINING: Calumet County Public Health will offer additional trainings through East Central Wisconsin Regional Planning Commission (ECWRPC) Safe Routes to School, Wisconsin Department of Agriculture, Trade and Consumer Protection (DATCP) Farm to School, and Women Infant and Children (WIC) programs. Ascension Calumet Hospital will offer additional dietician/nutritional consulting. WOTFV AmeriCorps Program will offer additional opportunities for professional development including conflict resolution, citizenship, and volunteer management trainings.



OTHER INFORMATION:

- **Member Term of Service:**
 - WOTFV AmeriCorps Program year of service runs from September 4, 2018 to August 15, 2019.
- **Time requirements:**
 - Full-time members will serve 1730 hours during the year, averaging 34.5 hours/week.
- **Benefits:**
 - Members will receive a living allowance while serving; paid on the 15th and last day of each month.
 - Full-time members will receive a gross living allowance of \$572.16 per pay period
 - Segal Education Award upon successful completion of hourly requirement described in Time Requirements: \$5,920.00 for full-time members.
 - Forbearance on qualified student loans while serving and interest accrual payments.
 - Full-Time Members are eligible for basic health insurance and childcare reimbursement (if eligible).
 - Members will be eligible for mileage reimbursement from host site

CONTACT INFORMATION AND APPLICATION DUE DATE:

- Submit a cover letter and resume by mail or email to:

Calumet County Public Health Office
 AmeriCorps Application-Deb Wagner
 206 Court Street
 Chilton, WI 53014
 Telephone (920) 849-1432
 Email: healthdept@calumetcounty.org

AND

Complete an application found on the WOTFV AmeriCorps Program website:
<http://www.weightofthefoxvalley.org/ameriCorps/>

OR

- Contact: **Amanda Ross, WOTFV AmeriCorps Project Manager**
 email: amanda.ross@unitedwayfoxcities.org
 OR mail or in-person delivery to:
 United Way Fox Cities, Attn: Amanda Ross, 1455 Midway Road, Menasha, WI, 54952