



## **AmeriCorps Community Corps Member - Outreach Coordinator**

### ***Position Summary:***

Chippewa Valley Museums (CVM) seeks an enthusiastic people-person who is driven to grow community relationships with diverse audiences as Outreach Coordinator. This one-year, half-time Outreach Coordinator will travel throughout the Eau Claire area to share museum resources and will deliver and support programs for community organizations, community living centers, and the general public. This position with CVM is available through Marshfield Clinic Health System's AmeriCorps Community Corps program and includes required community and public health training sessions and experiences throughout the Sept 9 – Aug 30 service term.

### ***Essential Duties and Responsibilities:***

- Schedule and support museum outreach booths at community events
- Maintain and update museum outreach materials
- Assist museum staff to develop and present programs delivered throughout the community
- Support the museum's continued role as a site for community-health oriented activities such as blood drives and the Wintermission gear share program

### ***Qualifications:***

- *Required:* High School graduate age 17 or older
- *Required:* Successfully pass federal background check
- *Required:* Valid WI driver's license, clean driving record, reliable vehicle
- *Required:* Strong public speaking and communication skills (English fluency)
- *Required:* Periodic weekend and evening availability
- *Preferred:* Strong interest in and/or knowledge of Chippewa Valley history and resources
- *Desirable:* Fluency in a second language

***AmeriCorps Member Benefits:*** Living allowance of \$10,750 for half-time service (\$413.46 biweekly). Other benefits include student loan forbearance and a \$3,697.50 education award (may be applied toward tuition or student loan repayment) with the successful completion of the full 900-hour service term.

***Schedule:*** 900 hours minimum (20 hrs/week). Must be available an average of two weekends per month and occasional week nights. Must attend AmeriCorps orientation September 9-13, 2024.

***Service Term:*** September 9, 2024 – August 30, 2025. Must complete full-term.

**HOW TO APPLY:** Email cover letter, resume, and references in PDF format to [a.allred@cvmuseum.com](mailto:a.allred@cvmuseum.com) with your name and "AmeriCorps Outreach Coordinator" in the subject line. Application review begins immediately. Position must be filled by August 12, 2024.