



**UACE Yavapai County Program Assistant 4H**  
**450 Hour Position (18 Contractual Pay Periods/ 36 Weeks)**  
**\$4,500 Annual Living Allowance/ \$236.84 (Before Taxes) per Contractual Pay Period**  
**Term of Service: 9/6/2022 to 5/14/2022**

**Overview of Position:**

The AmeriCorps member will develop, strengthen, and deliver 4-H educational activities, projects, and programs in Yavapai County. Special emphasis will be on developing 4-H Special Interest (SPIN) clubs focused on Science, Technology, Engineering, & Math (STEM) hands-on education. The member will engage diverse audiences, network with other community agencies, contribute to 4-H social networking sites, plan and prepare for group lessons and activities gathering necessary materials and supplies, employ various teaching methods to promote learning and implement activities, and develop promotional materials. Schedule may vary based on programming and may require some weekend/evening availability.

**Program Location:** Yavapai County

**Member Duties & Responsibilities:**

- Develop, strengthen and deliver 4-H educational activities, projects, and programs. Special emphasis will be on developing 4-H Special Interest (SPIN) clubs focused on Science, Technology, Engineering, & Math (STEM) hands-on education.
- AmeriCorps member will facilitate youth learning through hands-on discovery, lead activities, and organize groups of young people.
- Develop promotional materials to market and recruit participants for the various programs.
- Update/contribute to 4-H social networking sites and websites.
- Develop and implement a variety of special interest project groups.
- Plan and prepare lesson plans for special interest projects
- Employ various teaching methods to promote learning and implement activities
- Promote, coordinate, and encourage youth and adult participation in 4-H events/activities.

**Service Areas:** Community Outreach; Children/Youth; Education; Environment

**Minimum Qualifications:**

- Must be age 17 or older, and be a senior in High School or more
- Strong personal commitment to the success of the programs

**Skill requirements:**

- Organization skills
- Computer skills
- Be able to communicate effectively (both verbally and in writing)

- Ability to work with youth and adults in an educational setting
- Demonstrate leadership skills
- Must be able to speak in front of others
- Willingness to operate as a team player
- Be able to think independently
- Ability to plan and follow through
- Applicants must meet AmeriCorps eligibility requirements for age, citizenship, etc.

**Program Benefits:**

- Member Living Allowance
- Segal Education Award upon successful completion
- Professional development training

**Terms:**

- Permits working at another job during off hours
- Car recommended
- Permits attendance at school during off hours
- Applicants must meet AmeriCorps eligibility requirements for age, citizenship, etc.
- The member will average 12.5 hours per week

For additional information regarding this AmeriCorps position, please contact:

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