

Madison Elementary School
1225 Legion Way SE
Olympia, WA 98501
(360) 596-6300

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Contact Person: Gayle Mar-chun
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Site Supervisor: Sarah Greenwell
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Vehicle Required: _X_ yes _no
Driver's License Required: _X_ yes _no
On bus route: _X_ yes _no
Minutes from downtown Olympia: 5
Auto Insurance Required: _X_ yes _no

TITLE: Student/Family/Community Support Specialist

HOURS OF SERVICE: 8:00 am to 4:30 pm, M – F with some evening and weekend hours

SITE DESCRIPTION: Madison Elementary School is located in a southeast neighborhood of Olympia. Olympia is the capital city of Washington and is located at the southern tip of the Puget Sound. The Welcome Room is the Olympia School District homeless program and is stationed at Madison. The primary homeless shelter for families is located in our neighborhood and the mobility of students is significant. With students coming and going throughout the school year it is important that we make sure everyone who walks through the door is made to feel welcome. We are a very community oriented program and celebrate the partnerships we have with a variety of local programs and community agencies.

SERVICE DESCRIPTION: The AmeriCorps member will support the Homeless Liaison and the Welcome Room students and their families throughout the district. They will also help students learn important social and academic skills necessary for a successful school career. The focus of the work will be to provide fun activities and community outreach throughout the year. By bridging community resources to school and home, the AmeriCorps member will make a significant contribution to the lives of our families in need.

MAJOR RESPONSIBILITIES AND RELATED TASKS:

- Build warm, caring relationships with students and their families
- Be committed to working with students and families experiencing homelessness
- Provide fun activities to individuals and/or small groups before, during and afterschool
- Coordinate parent/family involvement activities
- Understand and refer to community resources
- Build a community-school bridge to support students and families through new and ongoing community partnerships
- Bring volunteers and other community agencies into the school
- Communicate well with others and support teamwork
- Understand the time constraints of a school system – be prompt and reliable
- Sort and organize donations
- Have fun

REQUIRED QUALIFICATIONS:

- Applicants should have some experience working with children.
- Applicants should be able to follow the policy of the school being a drug, alcohol and violence free zone.