



POSITION ANNOUNCEMENT

Date of Notice:	March 1, 2025	Closing Date:	When filled
Name of Position:	AmeriCorps Advocate	Status:	17 hours per week
Respond to:	Amber Gierach- Youth Shelter Program Manager Pathfinders 4200 North Holton Suite 400 Milwaukee, WI 53202	Contact:	agierach@pathfindersmke.org

Job Purpose and Reporting Structure:

Funded through a grant from the Federal AmeriCorps Member Program administered by the State of Wisconsin, AmeriCorps Members commit to community service. Positions include: (Reduced Half-Time) 26 hours per week minimum of 675 hours now through August 31, 2025 and in return receive a living allowance paid on the 15th and last day of the month (\$618.75 each pay period), plus an educational award of \$2,817.14 upon successful term completion that can be used to pay off federally subsidized loans or to pay tuition at schools that accept federally subsidized loans. (Quarter-Time) 17 hours per week, minimum 450 hours now through August 31, 2025 and in return receive a living allowance paid on the 15th and last day of the month (\$412.50 each pay period), plus an educational award of \$1956.35 upon successful term completion that can be used to pay off federally subsidized loans or to pay tuition at schools that accept federally subsidized loans. Extensive pre-service and in-service training opportunities are required and are provided free of charge to participating AmeriCorps Members throughout Wisconsin.

Essential Duties and Responsibilities:

- Supervise the daily activities of runaway and homeless youth within the Pathfinders 24-hour licensed shelter. Provide support, care, supervision, and guidance for youth, which includes meeting physical, emotional, and crisis needs. Support youth in developing independent living skills such as cooking, cleaning and laundry. Provide positive role modeling, reinforce positive behavior, and administer appropriate discipline as needed under the direction of the Youth and Family Advocate on shift. Provide family support and assistance. Develop professional skills in empathy, relationship building, active listening and trauma informed care by participating in the day-to-day activities of resident youth. Ensure meals are properly prepared and in compliance with established nutritional standards.
- Conduct youth intake assessments, assist callers utilizing the program's crisis hotline, facilitate group.
- Accurately complete and maintain client files and program documentation.
- Additional duties include maintaining appearance and safety of the shelter facility.
- Other duties may be assigned.

Qualification/Requirements:

- Applicants must be at least 20 years old. Applicant must have a High School degree or its equivalent OR will work to obtain a HS diploma, GED, OR HSED during the term of service AND obtain a HS diploma, GED or HSED prior to using the Education Award AND have not dropped out of elementary or secondary school in order to enroll as an AmeriCorps member.
- Schedule: Must work Monday overnight shift each week (10:30pm-8:30am) and additional shifts that may be negotiable, but typically will include a weekend shift.
- At least two years related experience working with youth and families is preferred. Previous experience working within a youth residential setting is a plus.
- Excellent communication and interpersonal skills.
- Organized, reliable, and able to maintain privileged client information.
- Ability to work effectively within a nontraditional youth shelter setting with a diverse population.
- Must commit to the position from now through August 31, 2025
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Send a letter of interest and, if possible a current resume, via mail or email to the address noted above. Applications can be downloaded and agency information obtained at www.pathfindersmke.org.

An Equal Opportunity Organization - Pathfinders is deeply committed to diversity in all that we do. We welcome applications from all individuals including those who mirror the diversity of our youth and the community we serve.