 

**AmeriCorps JUMP Program Court Liaison** (Full-Time 12-month commitment to perform 1700 hours)

Responsibilities

* Assist with AmeriCorps and Kankakee County State’s Attorney’s **JUMP** Juvenile Mentoring Program development; assist in developing program evaluation measures
* Work directly with AmeriCorps and **JUMP** Program Personnel and other Program Partners
* Weekly supervision with AmeriCorps or **JUMP** Program Coordinator
* Attend meetings as scheduled with AmeriCorps and **JUMP** Program Personnel and other Program Partners
* Attend fundraisers and events and meetings
* Attend court proceedings, teen court, and any necessary truancy meetings
* Report progress to presiding Judge of the Juvenile Division and keep juvenile probation officers, juvenile prosecutors and the mentee’s guardian ad-litem (if applicable) updated on the progress of the mentee
* Engage with school counselors and administration regarding attendance and academic progress of mentee
* Document the mentee’s progress in mentoring program, workplace and school setting
* Identifying other interventions or services to which the mentee may need a referral
* Input data on the impact of the **JUMP** Program and mentee’s overall progress in school, work, and court-imposed requirements
* Other duties as assigned

AmeriCorps Member Requirements

* Provide 3 character references
* Thorough criminal background and child abuse records check
* Provide evidence of auto insurance
* U.S. citizen or permanent resident: necessary documentation to demonstrate that by enrollment date
* Social security card by enrollment
* High school diploma or GED. If not, agree to get one before the end of service

Attend required trainings and Participate in AmeriCorps events

* AmeriCorps Orientation Training
* 3 days of service (MLK Day, Veterans Day, AmeriCorps Week)
* Regional Training Conference
* National Service Opening Day in Springfield

AmeriCorps Member Benefits

* Living Allowance- Full-time (1700 hours):
* Education Award- Full-time (1700 hours):
* Loan Forbearance o AmeriCorps Members who are earning a Segal AmeriCorps Education Award are uniquely eligible for one type of postponement of the repayment of their qualified student loan called forbearance
	+ If a Member successfully completes their term of service and earns an Education Award, the National Service Trust will pay all or a portion of the interest that has accrued on the qualified student loans during this period
* Child Care Benefit Program available to active, full-time members if qualify
* o The AmeriCorps Child Care Benefit Program is available for qualified, active fulltime AmeriCorps Members who need the benefit to serve
	+ Child care benefits are paid to qualified child care providers for all or a part of the Member’s child care costs during their active time of service with AmeriCorps
* Health Care Coverage available to active, full-time members if qualify o Healthcare insurance is available to those members serving a 1700-hour full-time term who are not otherwise covered by a healthcare policy at the time the member begins his/her term of service

Qualifications

* Ability to work independently as well as in a group setting
* Have basic computer and internet skills, including proficiency in Microsoft Word and Excel
* Strong communication skills, verbal and writing
* Demonstrate professionalism and courtesy
* Excellent time management skills
* Able to multi-task with solid planning, detail and organizational skills
* Effective problem solver
* Pass Federal and State background checks