



COMMUNITY & ECONOMIC DEVELOPMENT OFFICE

149 CHURCH STREET • ROOM 32 • CITY HALL • BURLINGTON, VT 05401
(802) 865-7144 • (802) 865-7024 (FAX)
www.burlingtonvt.gov/cedo



Youth Restorative Practices Assistant

CEDO Community Justice Center, 200 Church Street, Burlington, VT 05401

This AmeriCorps position will serve as part of CEDO's CONNECT AmeriCorps program. Our members will receive training and provide direct service to support the program goals to expand culturally appropriate youth programming and family supports, to close opportunity gaps in education and career, and promote STEM awareness and participation. Members will strengthen connections for youth to skill building for education and career development, with outcomes of increased school engagement, or strengthened skills in STEM subjects leading to college or career in growth areas. Youth engagement in schools and in our communities, through expanded learning opportunities in and out of school, reduces risky behavior and leads to safer communities. Our members will provide innovative responses to pressing community problems with city departments, state agencies, education institutions and nonprofit organizations in Burlington, Winooski, and surrounding areas of Chittenden County.

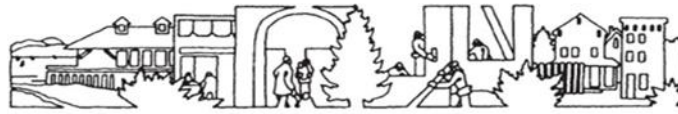
Our mission is to create opportunities with the community to address the effects of crime and conflict.

Goal of Position and Service Projects

1. Identify and support youth with lived experiences of the school discipline system to connect with the Community Justice Center's Community Advisory Board.
2. Foster student engagement and leadership to ensure student voice is an integral part of the Burlington School District implementation of restorative practices.
3. Provide training and supports to engage youth in the implementation of Restorative Practices in the Burlington School District
4. Ensure school-based administrators, teachers, and students have the resources and support they need to successfully implement restorative practices.

Key Responsibilities:

- Directly engage students and teachers in bringing restorative practices into the classroom through modeling for teachers and training for students
- Design and co-facilitate restorative classroom circles with students.
- Support the involvement and contribution of students in the Student Engagement Team.
- Support After School staff in their implementation of restorative practices in their group classes.



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- Support outreach to youth to engage with the CJC Community Advisory Board
- Meet with each school-based RP team on a regular (at least monthly) basis using a standard check-in to monitor what is going well, where additional support is needed, and to funnel information and referral requests from school teams to the appropriate District-wide work groups.
- Serve as liaison for the Communications Team and the school-based RP Teams to share with a wider audience the work of the schools.
- Gather data, information and requests through these check-ins to analyze needs, as well as look for trends and outliers arising throughout the District.
- Engage in AmeriCorps and Site trainings, complete AmeriCorps timesheets, data collection and mid and end of year reports

Secondary Responsibilities:

- Participate in monthly CEDO, CJC and appropriate RP-related team meetings.
- Participate in training around implementation of restorative practices.

Skills and Qualifications:

- Knowledge of restorative practices and how they can be used in a school system to improve equity and build community.
- Knowledge of Burlington's neighborhoods and community initiatives
- Self-awareness in personal reflection, ability to perform activities cooperatively and receive and provide guidance.
- Comfortable serving with people from diverse backgrounds and experiences
- Self-initiative to drive projects and tasks forward with collaboration and communication
- Leadership to serve as an integral part of a team of energetic and committed individuals
- Commitment to supporting community needs and promoting healthy dialogue
- Communication: Basic written and verbal communication in English, other languages highly valued
- Communication: skilled in speaking directly but sensitively about issues of race, class, gender, sexuality, and other aspects of diversity and oppression within an institutional framework
- Commitment: to addressing dynamics of power, privilege and oppression on an individual and institutional level

Minimum Qualifications:

- US citizen or have permanent resident status
- At least 18 years of age upon entering the Pre-Service Orientation (no upper age limit), or 17 years of age with written parental permission;
- High school graduate or have a GED certificate, or be willing to work towards GED as part of service-year successful completion requirement.
- Has not been convicted of murder or required to be on a sex offender registry, and is willing to undergo a National Service Criminal History Check and State of VT checks
- Commitment to the goals of the CEDO's CONNECT AmeriCorps program
- Strong communication and relationship building skills.



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Additional Information:

This service is performed both at the Community Justice Center, as well as in all of the Burlington School District Schools.

Positions begin Monday 17th September 2018 – Friday August 30th 2019

This position is:

Full Time position requires 1,700 hours (average 40 hours per week) for one year. Member benefits include a living allowance of \$14,500 (pre-tax), and an education award of \$5,920 (pre-tax) upon successful completion of service. Other benefits include health insurance, federal school loan forbearance, and training opportunities.

Half Time position requires 900 hours (average 20 hours per week) for one year. Member benefits include a living allowance of \$7,671 (pre-tax), and an education award of \$2,960 (pre-tax) upon successful completion of service. Other benefits include federal school loan forbearance, and training opportunities.

Quarter Time: position requires 450 hours of service. Member will receive a living allowance of \$3,770 (pre-tax), and an education award of \$1,566 (pre-tax) upon successful completion of service. Other benefits include federal school loan forbearance, and various training opportunities.

This position (check one)

does

does not

have recurring access to vulnerable populations (youth, persons over 60, individuals with disabilities).

To Apply: Send a resume, cover letter and two (2) references to CEDO's CONNECT AmeriCorps Program americorps@burlingtonvt.gov Please send as one PDF document with email subject line listing the position title.

Application deadline for member: 10th August 2018

Additional information on AmeriCorps is available at www.americorps.org .

The Community and Economic Development Office of The City of Burlington sponsors this position through the AmeriCorps program and will not tolerate unlawful harassment or discrimination on the basis of political or religious affiliation, race, color, national origin, place of birth, ancestry, age, sex, sexual orientation, gender identity, marital status, veteran status, disability, HIV positive status or genetic information. The City is committed to providing proper access to services, facilities, and employment opportunities. For accessibility information or alternative formats, please contact 802-865-7516.