



#ServeAYear
and **help kids**
learn to **read.**



Pre-Interview Information

READING PARTNERS AMERICORPS

"Serving as an AmeriCorps member with Reading Partners has shown me how important it is to be active in education. It is more than just helping people; it's about caring and giving a voice to those who are not heard." - Ben Madry (Site Coordinator, 2014-2015)

At Reading Partners, we envision a future where all children in the US have the reading skills necessary to reach their full potential. Our mission is to help children become lifelong readers by empowering communities to provide individualized instruction with measurable results – and we can't do this without our stellar AmeriCorps members!

Reading Partners AmeriCorps members get things done, and are critical to our success as an organization. Be it leading the day-to-day operations of our reading centers, recruiting volunteers, or coaching volunteer tutors, our AmeriCorps members make an impact on the students we serve.

AmeriCorps offers an amazing chance to give back, and as an AmeriCorps member you'll receive benefits, a great place to serve, and the opportunity to springboard a glowing and growing career. Our AmeriCorps members are ambassadors for service, demonstrate a passion for education, and strongly believe in our vision and values.

ABOUT YOU!

We're looking for the best of the best to dedicate a year to AmeriCorps service. Our Reading Partners AmeriCorps roles are extremely competitive, and offer a high level of responsibility and opportunities for growth.

You'll be a successful AmeriCorps member if you:

- Are dedicated to national and community service
- Are flexible and adaptable
- Take initiative in meeting goals and seeking professional growth
- Can problem-solve through challenges and failures
- Pay strong attention to detail & manage multiple priorities
- Boast a deep belief in our mission & root your work in our core values

BENEFITS

- **Stipend:** As an AmeriCorps member, you'll receive a living stipend during your 11-month term of service with Reading Partners. Stipends are distributed twice a month of the 7th and the 22nd.
- **Segal Education Award:** Upon successful completion of your service term with Reading Partners, you will receive a Segal Education Award of **\$5,920**. (Individuals serving with AmeriCorps may earn up to 2.0 Education Awards over two full service terms, or over several part time service terms. If you have already received 2.0 education awards, you are not eligible to receive an education award upon completion of service with Reading Partners. If you have received more than 1.0 Education Awards, you are eligible for a partial award upon successful completion of your Reading Partners service term, up to the lifetime total of 2.0.)
- **Health Care Coverage:** Reading Partners AmeriCorps provides a health care package through Cigna & Summit America, which includes medical, vision, and dental coverage. Monthly premiums are covered by Reading Partners, and coverage is only provided to AmeriCorps members.
- **Child Care Benefits:** If you qualify, childcare is available during your service term. This benefit is administered by GAP Solutions Inc. Additional information can be found at their website at www.americorpschildcare.com.
- **Loan Forbearance:** You may request loan forbearance on qualified federal student loans once you begin your service term. Private loans typically do not qualify for loan forbearance. Information regarding loan forbearance will be presented during program orientation.
- **Other Benefits:** AmeriCorps members may elect to apply for food assistance benefits through local social service agencies. Eligibility requirements vary. Reading Partners can provide you with a letter confirming your service as an AmeriCorps member with our organization upon your request.
- **Ongoing Professional Development:** The Reading Partners AmeriCorps program provides a robust Program Orientation at the start of each service year, providing AmeriCorps members with the trainings needed to successfully execute their roles. We offer ongoing trainings throughout the year, dedicated towards promoting professional growth and opportunity.
- **Reading Partners and AmeriCorps Alumni Networks:** As a Reading Partners AmeriCorps alum, you can join AmeriCorps online networks and regional chapters designed to connect alumni with post-service opportunities, including graduate school fairs and exclusive job postings, as well as other career development services.

HOUSING

Reading Partners **does not** provide housing for AmeriCorps members. It is the responsibility of individuals to find and secure their own living arrangements. If invited to serve with Reading Partners, you'll be invited to a Facebook group of confirmed AmeriCorps members where you can post for and find potential roommates.

NOTIFICATION OF ACCEPTANCE

We will notify you with our decision on your Reading Partners AmeriCorps application via email within three weeks of your in-person interview.

If you are offered a position with Reading Partners AmeriCorps, you must accept or decline the offer within two weeks of the offer. If accepting the position, please sign your offer letter and scan a copy to americorps@readingpartners.org. You will also be notified if your application is placed on the waitlist, or if Reading Partners declines to offer you a position. If your application is placed on the waitlist, you can choose to accept your position on the waitlist, or decline.

ELIGIBILITY & BACKGROUND CHECKS

- **Eligibility:** If you accept the position, you will be required to provide proof of citizenship and eligibility documentation upon request. (If you cannot demonstrate that you are a US citizen or legal permanent resident, you are not eligible to serve. Valid documentation includes US passport, US birth certificate and a government issued photo ID, or Legal Permanent Resident Card.)
- **Background Check:** All AmeriCorps members are required to complete a full background check, including a National Sex Offender search, FBI fingerprint search, and state searches in your current state of residence and in the state you would be serving.

TERM OF SERVICE DATES

- **Service Terms:** AmeriCorps members will serve 1700 hours over 11 months.
- **Hours:** Though hours for service differ per school site, you will typically serve Monday through Friday from 8am – 6pm.

TIME OFF & HOLIDAYS

- **Personal Days and Sick Days:** All AmeriCorps members must complete 1,700 hours of service to successfully complete the program and qualify for the education award. AmeriCorps members will have five personal days that they can use during their service year, for sick days, interview days, vacation days, etc. with the approval from your direct supervisor. If you are ahead of your hours and will not miss any mandatory days, you may request additional time off from your direct supervisor. Because Reading Partners operates outside of the normal school schedule, you are not eligible to participate in your school site's vacation structure.
- **Holidays:** Reading Partners AmeriCorps recognizes the following holidays: Labor Day, Thanksgiving, the Friday after Thanksgiving, Christmas Eve, Christmas Day, New Year's Eve, New Year's Day, President's Day, Memorial Day, and Independence Day. You may be asked to serve on the MLK Day holiday. Reading Partners AmeriCorps members also follow our organizational winter closure, with exact dates announced each year. Closure typically runs from December 24th until the first Monday in January after New Year's Day.

Reading Partners is an equal opportunity organization. Learn more about our mission and vision at readingpartners.org/about-us/vision-values.

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