



www.theknowfresno.org  
**the kNOW youth media**  
A project of Pacific News Service/New America Media 

**Building Healthy Communities**  
**AmeriCorps Member**  
**Position Description**



**Title:** AmeriCorps Member- The kNOW Youth Media  
**Service Hours:** Full time – temporary 10-month position  
**Start Date:** September 1, 2011-June 30, 2012  
**Classification:** AmeriCorps Member

**DEADLINE TO APPLY:**  
**July 15, 2011**  
**By 5:00 pm**

**Members receive:**

- Living allowance of \$700.00, gross bi-weekly (\$14,000 annually)
- Medical benefits/childcare services available
- Educational award of \$5,350 will be provided upon completion of 1700 hours
- Loan deferment while in service
- Professional development trainings

**Background:** With support from Building Healthy Communities (BHC), a ten-year initiative funded by The California Endowment to improve health outcomes in Central, Southeast and Southwest Fresno (also referred to as “The Place”), The Know Youth Media will hire one AmeriCorps member to conduct community outreach, assist in media production and participate in other service-related projects within its organization and across the local BHC network of youth partners. Projects will focus on promoting safe and healthy youth development through activities that support the voices and visibility of young people.

*The Know Youth Media’s* mission is to engage young people in media creation as a vehicle for creating wider public awareness around youth issues, and is one of six youth media programs incubated under the umbrella of Pacific News Service/New America Media, a 40-year-old non-profit headquartered in San Francisco that began as an alternative news service for mainstream newspapers during the Vietnam War and has evolved into a multi-media organization dedicated to building inclusive communications in a global society. Read more about The Know Youth Media at [www.theknowfresno.org](http://www.theknowfresno.org).

**Major Duties:**

- Conduct community outreach to enhance the visibility of projects
- Assist with multimedia production (video, photography, print, web, audio)
- Assist in coordinating community events as they emerge
- Facilitate workshops with incarcerated youth
- Provide follow-up care and resources to youth exiting incarceration
- Recruit community members as volunteers for projects or events
- Provide mentoring support and guidance to youth participants
- Communicate with supervisors, administrators, and program staff on an ongoing basis to meet the needs of the program
- Attend trainings, community service events, and other special events as indicated by the program, including one Statewide and two regional trainings
- Attend a monthly meeting/training with other BHC AmeriCorps members
- ***Collaboratively develop 4 Service projects/year with fellow BHC AmeriCorps members and implement these projects within “The Place”***

**Work Environment:** Duties take place either at the office of The Know Youth Media and/or BHC “The Place.” Must be able to work indoors and outdoors, as well as some nights and weekend hours.

**Schedule Requirements:**

- Full time 10-month commitment with a minimum of 1700 hours that may include evenings and weekends
- Must maintain regular and acceptable attendance at such levels as determined by the Site Supervisor.

**Minimum Qualifications:**

- Bachelor's Degree or equivalent experience preferred
- Must be at least 21 years old or over (in order to pass security clearance for entrance into Juvenile Justice facility)
- Must have strong written, editing, and verbal communication skills
- Familiarity with media/journalism/communications
- Familiarity with graphics, audio, video and photography production and editing tools is a plus
- Some experience with event and logistics planning
- Ability to do public speaking and conduct/facilitate workshops for youth audiences
- Ability to create positive relationships with staff, volunteers, and youth
- Ability to work independently and as a member of a team
- Strong organizational skills and the ability to effectively handle multiple tasks
- Possess leadership and interpersonal skills to work effectively with the team
- Ability to problem-solve and approach situations creatively
- Experience working with youth is a plus
- Ability to work with diverse cross-sections of young people and serve communities with diverse economic, social, racial and cultural backgrounds
- An interest in and/or a background in community service and volunteerism
- Must utilize own transportation for field work (with expense reimbursement)
- Bilingual (English / Spanish) preferred
- Willingness to undergo a criminal background check
- A current Tuberculosis Test
- Must be able to travel to Statewide and regional trainings

**Recommendations:**

- Strong understanding and knowledge of BHC initiative

**Other Member Requirements:** Must provide current photo ID, Social Security card or receipt, and proof that s/he is a US Citizen, a US National, or a Legal Permanent Resident and is at least 17 years of age at the time of sign-up

**Mental / Emotional Agility Requirements:** Must be able to adapt to change in work environment, accept criticism and feedback, effectively handle multiple tasks and competing demands, work cooperatively in group situations, and work actively to resolve conflicts

**Physical Requirements:**

The physical demands described here are representative of those that *may* be needed to successfully perform the essential functions of this position. Reasonable accommodations will be made to enable individuals with disabilities to perform the essential functions of the position.

- Move or transport supplies of up to 25 pounds, on occasion

**How to Apply:**

Email résumé and a letter of interest (**answering why you want to be part of AmeriCorps and support the BHC Initiative**) to: Paulina Murillo at [pmurillo@handsoncentralcal.org](mailto:pmurillo@handsoncentralcal.org)

**Selection Process:**

Person(s) meeting the minimum qualifications will be called for a pre-screening interview.  
Selection will be made based on final interview results.

**For additional information:**

**Contact:**

Paulina Murillo  
BHC AmeriCorps Planning Coordinator  
HandsOn Central California  
PH: (559) 237-3101  
FX: (559) 237-6860  
[pmurillo@handsoncentralcal.org](mailto:pmurillo@handsoncentralcal.org)