

Lutheran Family Services AmeriCorps Position Description

Position Title: Resource Liaison-AmeriCorps
Paygrade: AmeriCorps PT
Reports to: Building Bright Futures

Effective Date: November 2009
Location: Omaha
Appointed by: Building Bright Futures

LFS Mission Statement: Lutheran Family Services expresses God's love for all people by providing quality human care services that build and strengthen individual, family and community life.

LFS Values: Respect all people, families and communities. The pursuit of excellence is achieved through the education of staff and the celebration of diversity, collaboration and change. Integrity, accountability and teamwork are values that guide our communication and work in a manner that upholds the Agency's reputation and Christian value base.

Position Purpose: To ensure quality early childhood educational experience for disadvantaged youth.

Essential Position Duties:

- Provide support and resources to children and families in conjunction with multiple Building Bright Futures initiative
- Serve in designated pilot schools located in economically disadvantaged communities to connect students with community resources, health services, and school support
- Maintain accurate and acceptable documentation of interaction referrals and community contacts
- Act as a liaison between BBF management and school administrators
- Track results and provide feedback on pilot initiatives
- Assist in the future development of BBF Resource programming

Position Requirements:

- 17 years of age or older
- High School Diploma/GED
- U.S. Citizen or Legal Permanent Resident

Criminal history, child abuse registry, adult abuse registry, sex offenders registry, Department of Motor Vehicles records checks will all be completed prior to offer of enrollment.

Hiring Manager Signature _____ Date _____

Member Signature _____ Date _____

Director Human Resources _____ Date _____

The above statements are intended to describe the general nature and level of work being performed by individuals assigned to this position. They are not intended to be an exhaustive list of all responsibilities, duties, knowledge, skills, and abilities required of individuals so classified. Reasonable accommodations may be made to enable individuals with disabilities to perform essential job duties and responsibilities.