

Opportunity Northeast Summer Fellow – High School Transition

Position Description

Position Overview:

The Center for Community Engagement Summer Fellows spend the summer working in Northeast Spokane neighborhoods in partnership with community organizations. Fellows support one of two focus areas (food security and educational opportunities for youth), forming a cohort of 10 Fellows that will gather regularly for support and professional development opportunities provided by CCE staff. Fellows will develop an understanding of the community needs and assets of Northeast Spokane.

The position's primary function is to support youth in their transition to high school during the summer months and, secondarily, to strengthen partnerships between Gonzaga University and community members and organizations. The position will recruit and enroll youth and facilitate high school transition programming at John R. Rogers high school. The position will work closely with the Center for Community Engagement as well as key community partners including: The ZoNE, John R. Rogers High School, and Shaw and Garry Middle Schools.

Schedule and Compensation:

- 10 week commitment – Monday, June 6 –Friday, August 12
- Approximately 25 hours per week (exact hours TBD)
- \$14.49/hour

Responsibilities (include, but are not limited to):

- Assist in the development of 8th-9th grade transition programming at John R. Rogers High School
- Build relationships with youth and families and school partners prior to, during, and after programming
- Recruit youth and families from partnering middle schools
- Assist youth and families with enrollment for Catalyst and/or Summer in the Zone
- Support planning and implementation of the Catalyst College Immersion program at Gonzaga University
- Plan and facilitate Catalyst in partnership with CCE and school staff
- Participate in curriculum development
- Support coordination and transportation to and from Catalyst
- Assist staff on-site at John R. Rogers High School
- Attend meetings (Summer in the Zone, school partners, etc.)
- Track attendance of youth during summer programming
- Participate in regular meetings with cohort members and CCE staff
- Participate in training and professional development opportunities
- Respond and communicate questions/items of concern to staff; complete reports as needed

- Model ethical behavior, including appropriate and professional boundaries and relationships with youth, families, and staff
- Other tasks as assigned by supervisor

Qualifications*:

- Be enrolled and in good standing with Gonzaga University
- Complete required paperwork as applicable (e.g. liability release, background check, health forms)
- Experience, knowledge, and skills:
 - Experience working with youth
 - Strong organizational skills, self-initiative, and ability to work independently
 - Cultural fluency, including awareness to issues of race, class, and the ethical dilemmas that may arise from the development of strong reciprocal campus and community partnerships
 - Knowledge of and ability to animate Gonzaga's mission, vision, and values
 - Understanding of and commitment to socially responsible community engagement as outlined in the Center for Community Engagement's Principles and Practices

*Due to the ongoing challenges of the pandemic, layered upon different institutional practices and expectations, the nature of these positions requires a very flexible and adaptable approach and outlook. Responsibilities will likely change day to day and there will be uncertainty. The position requires a positive outlook, creative problem-solving, and strong communication skills.