

Request for AmeriCorps Scholar in Service

‘Scholars in Service to Pennsylvania’ is an AmeriCorps Education-Award-Only Program. This means that participating students enroll as AmeriCorps members on a part-time basis and receive a partial education award from the federal government at the end of their term.

Students who complete 300 hours of service can earn an award of approximately \$1,175 to be used to pay for any legitimate educational expenses, future educational expenses, or to repay student loans.

Students apply to be Scholars in Service through the Wolfington Center, who partners with faculty members for the interview and selection process.

Expectations for Scholars in Service

The ideal candidate will be a student who has already demonstrated a significant commitment to community service. Students commit to an ongoing weekly presence with a community partner, conducting approximately 10 hours of work per week. Their service experience must be a combination of direct service to Cabrini and capacity-building activities for the community partner, with an emphasis on volunteer recruitment and management.

Scholars must

- serve as a primary liaison between you and your community partner
- perform direct service, as needed, three to five hours per week with your community partner
- manage and train service-learning students to build capacity of your community partner
- track number of additional volunteers/students managed

Expectations for Faculty Members

Scholars in Service serve as student leaders for a class and peer-liaisons to community partners. They work with community partners to understand their needs and assist faculty members in organizing students to engage in direct-service projects.

Scholars’ work must have an emphasis on recruiting and managing students for community partners working under one of the five AmeriCorps focus areas: Education, Environmental Stewardship, Veterans, Economic Opportunity, or Healthy Futures. Each faculty member is expected to meet with his or her Scholar in Service twice a month for one-on-one supervision.

Faculty members must submit a position description to the Wolfington Center by Feb. 15. The Wolfington Center sends campus application to PHENND for consideration, and the final results are announced by March 15.

Expectations for the Wolfington Center

The Wolfington Center handles all administrative paperwork and time-tracking for Scholars in Service, as well as trainings, monthly group supervision, community-partnership maintenance, and development.

AmeriCorps Scholar in Service Position Description

Name _____ Date _____

Community Partner _____

Position Title _____

Community Partner Point Person _____

Community Partner Email/Phone _____

Major Responsibilities (2–3 Bullet Points)

Scholars in Service are responsible for following volunteer recruitment and management best practices.

Effective Practices – check at least three

- Develop a written volunteer-generation plan
- Form partnerships for volunteer recruitment
- Establish a volunteer unit within organization
- Create a volunteer manual, training, or curriculum
- Regularly supervise and communicate with volunteers
- Screen and match volunteers to jobs
- Regularly collect information about volunteer involvement
- Manage recognition activities for volunteers
- Maintain annual measurement of volunteer impact

Please email to the Wolfington Center at wolfington@cabrini.edu.

Updated September 1, 2013