We are currently looking for 2 full-time AmeriCorps Members!

**Mentoring and Bonner Coordinator Duties**

The Mentoring and Bonner Coordinator will be essential members of The Collaborative team to further build our civic engagement programs. Duties will include:

- Recruiting volunteers, schedule, and prepare them for service by ensuring their eligibility
- Providing oversight of hours and quality of volunteers’ service, ongoing training and development activities and planning recognition events
- Assisting in program assessment
- Planning and coordinating service related events for the university
- Documenting and monitoring mentor/mentee relationships
- Developing and maintaining relationships with the University and the community

**AmeriCorps Program Benefits:**

- Education award upon successful completion of service
- Living allowance (per year)
- Work with Rutgers University Executives
- Training and Professional Development
- Childcare assistance (if eligible)
- Basic health benefits

**Requirements**

College Graduate, Full Time for 1 year starting September 1st

**Service Areas**

College access, Education, Community Outreach, Community Development

**Core Skills Needed**

Writing/Editing, Computers/Technology, Communications, Community Organization, Public Speaking, Education, Teamwork, Leadership, Cultural Competency, Bi-Lingual English/Spanish a plus.

**To apply, contact:** Madinah Elamin, MSW ([melamin@odi.rutgers.edu](mailto:melamin@odi.rutgers.edu)), 848-932-7469