

WACC AmeriCorps VISTA Position Description

Host Site Name: Pierce College
Department: Library and Learning Resources
Position Title: Makerspace Outreach Coordinator

Project Title: STEM at Pierce College
Project Supervisor: Christie Flynn

Position Summary:

The AmeriCorps VISTA member will increase the number of low-income, disadvantaged and underrepresented students in the STEM disciplines in Pierce County by building the capacity of existing STEM programming, as well as developing a Mobile Makerspace program that engages students in experiential hands-on STEM activities. Increased retention and completion will afford graduates access to the high-demand and well-paid STEM fields, thus breaking the cycle of poverty. The VISTA member will conduct needs assessments, develop implementation plans, recruit and train student volunteers and college faculty, coordinate and implement makerspace activities and create a sustainability manual.

Major responsibilities and activities:

- Conduct STEM related needs assessment of community partners/stakeholders in Pierce County
- Develop a Makerspace mobile implementation plan for each stakeholder
- Coordinate twelve STEM seminars in an academic year at the Fort Steilacoom and Puyallup campuses
- Coordinate six STEM focused academic advising days for Pierce College students
- Support the annual STEM Expo event at the Fort Steilacoom and Puyallup campuses with outreach and volunteer coordination
- Plan and coordinate one STEM focus off-campus experience for Pierce College students
- Develop recruitment, orientation, and onboarding materials to mobilize Pierce College students to facilitate mobile makerspace activities
- Coordinate logistics of mobile makerspace events at the Science Dome
- Create shared database of makerspace materials, documents, processes and train stakeholders in use, maintenance, and value of information

Term of service: 365 days, averaging 40 hrs/week

Location: Lakewood, WA

Qualifications:

- Associate or Bachelor's Degree
- At least 18 years of age, U.S. citizen, U.S. national, lawful permanent resident, or person residing legally in Washington State
- Ability to make a full-year commitment
- Interest and/or experience in community service and/or community development
- Effective oral and written communication skills with diverse populations, including multicultural experience and cross-cultural communication skills
- Proficient in Google platform, MS Office, Adobe products, social media, and database management
- Ability to organize, prioritize and perform multiple work assignments
- Ability to work evenings and weekends as necessary
- Ability to pass criminal background check

Preferred Qualifications

- Experience with volunteer organization, training, design, teaching, resource development, or marketing

- Strong interest and/or background in makerspace programming and STEM education

AmeriCorps VISTA benefits:

- Bi-weekly living allowance
- Relocation and settling-in allowance, if moving more than 50 miles to serve
- Post-service \$5,815 Education Award or \$1,500 end-of-term cash award
- One year of non-competitive eligibility (NCE) for federal government jobs
- Basic health coverage, student loan forbearance, and basic child care assistance when applicable
- Paid round-trip ticket to pre-service orientation and reimbursed travel expenses when applicable
- Extensive training, professional development, and networking opportunities
- Access to AmeriCorps network

Site specific benefits:

Free Campus Parking

Equal Opportunity and Non-discrimination

Western Washington University/Washington Campus Compact and sub-granted campus programs, in compliance with applicable laws and in furtherance of its commitment to fostering an environment that welcomes and embraces equal opportunity, diversity and inclusiveness, does not discriminate on the basis of race, color, creed, religion, national origin, sex (including pregnancy and parenting status), age, disability, marital status, sexual orientation, gender identity and expression, genetic information, and veteran status in its programs or activities, including employment, admissions, and educational programs. See Western's [Policy on Ensuring Equal Opportunity and Prohibiting Discrimination and Retaliation](http://www.wvu.edu/policies/policy1000.shtml) (POL-U1600.02): <http://www.wvu.edu/policies/policy1000.shtml>

As such, the subcontracted campus programs agree not to discriminate against any client, student, employee, or applicant for employment or services in administering personnel actions such as employment, promotion, demotion, transfer, recruitment, layoff, termination, compensation and training opportunities, on the basis of race, color, creed, religion, national origin, sex (including pregnancy and parenting status), age, disability, marital status, sexual orientation, gender identity and expression, genetic information, and veteran status.