

## Position Description: Alternative Spring Break Coordinator

### **Purpose of Position**

Alternative Spring Break Coordinators works with Alternative Break Directors and a co-coordinator to plan and lead an Alternative Break program during Spring Break comprised of 10 student participants and 2 faculty/staff learning partners.

*Note: You have the option of applying to be considered for one or both alternative spring break coordinators roles. One option is to apply for a coordinator role for driving domestic programs. A second option is to apply for coordinator role on a flying program.*

### **Perks**

- Paid a \$500 stipend after the completion of your spring break program
- Earn 1 course credit upon successful completion of fall semester training course
- Mentor peers in their personal and professional growth
- Make a positive impact in our local community and beyond alongside peers with similar values
- Possibility of earning Leadership ELR

### **Essential Duties/Responsibilities**

- Recruit and select student participants and faculty/staff learning partners
- Establish and maintain a positive and ongoing relationship with community partners
- Plan program logistics such as itinerary, budget, and meals
- Provide leadership and ongoing communication to the group throughout the year
- Be aware of group dynamics and build community among participants
- Incorporate education about the location and social issue into pre-departure meetings so participants more thoroughly understand their experience
- Lead reflection activities each night to help participants process their experience
- Effectively assess and manage risk during programs to ensure participant safety
- Plan and implement re-orientation events after your return
- As part of this position, you will foster relationships with other students, staff, faculty community partners to create an environment for positive growth and build a constellation of mentors

### **Qualifications**

- **Must be able to enroll in coordinator 1 credit half semester training class which will likely be meeting 4:15-5:15pm on Thursdays during the fall semester**
- Comfortable leading a group of peers through an intensive service experience
- Comfortable facilitating reflection and managing conflict
- Prior participation in Alternative Breaks (*preferred, but not required*). If you have not participated in an alternative break, transferrable experience is required.
- Demonstrated time management, organization, and interpersonal skills

- Effective communication skills, both written and verbal
- Must be available for the following trainings and meetings:
  - Spring new leader transition workshop in April, Fall Student Organization Fair, Fall All EV! Leader's workshop, Spring All EV! Leader's workshop, Monthly EV! Institutes in October, November, March, and April