

Title: Student Engagement Specialist (general)
Report to: Program Director
Type: Full Time/ Exempt
Location: Detroit
Schedule: Tuesday-Saturday; Monday-Friday outside academic year

Who We Are

buildOn is a not-for-profit organization working to break the cycle of poverty, illiteracy and low expectations through service and education. We're not a charity, we're a movement. In the United States, we run intensive service-learning programs in under-resourced, urban high schools in six major cities. Through these programs, buildOn empowers youth to transform their communities through high-impact service. Over the last 29 years, buildOn has empowered more than 100,000 urban youth to contribute more than 2.6 million hours of service that have touched the lives of more than one million people living below the U.S. poverty line.

Globally, teams of students from buildOn programs fan out across the world to help build schools in the economically poorest countries on the planet. We have now built over 1600 schools in Haiti, Nicaragua, Guatemala, Mali, Burkina Faso, Senegal, Malawi and Nepal. More than 220,827 children, parents and grandparents attend these school every day and at least, 50% of these buildOn students are girls or women. Community members have organized leadership committees and contributed more than 2.9 million volunteers' workdays to building their schools. is a not-for-profit organization working to break the cycle of poverty, illiteracy and low expectations through service and education.

We hope you'll consider joining our team!

Who We Want

buildOn seeks an experienced and committed professional with demonstrated passion for engaging youth in breaking the cycle of poverty, illiteracy, and low expectations through participation in service learning both in the classroom and in the community. The Youth Engagement Specialist (general) engages 150 students monthly in service while maintaining a strong partnership with the administration and teachers at one high school. The focus is on engaging a broad range of students both inside the classroom (both in-person and virtually) and out in the community (both in person, virtually, and socially distant when necessary) to do service. In-class engagement relies on strong partnership with teachers for curriculum-tied service learning which connects students to the systemic issues challenging the development of their communities. The Engagement Specialist (general) utilizes the IPARD service learning model to mobilize students to make meaningful and lasting change in their own lives, in their local community, and the in world. A well-qualified candidate is passionate about each IPARD step and believes in the impact which includes: Academic Engagement, Civic Engagement, Empowerment, Expanded Sense of Possibility, and Personal & Social Development.

A key part of the buildOn IPARD model is Preparing the students to serve while investing in their Constructive Leadership skills so they can grow as leaders and mobilize their peers to join the movement. The Engagement Specialist (general) offers a positive adult relationship and guides the school-based Leadership Committee in identifying and planning projects, facilitating activities, and growing the movement. Constructive Leadership inspires solidarity and unleashes inner courage, grit, empathy and passion for the possible and it can only be ignited through service!

Student engagement is measured by Key Performance Indicators which ensure both the quality and reach of the program. These indicators are essential to ensuring program reach and the ability of the program to have a positive impact for students. A qualified candidate is results oriented and understand the need to engage at least 150 students monthly in this life-changing program. The Engagement Specialist will achieve these goals using a mix of in-person interactions and digital tools which will include but are not limited to social media (such as Instagram), virtual meeting platforms (such as Google Meet or Zoom), and learning platforms such as Google classroom.

In addition to the above, a qualified Engagement Specialist embraces the opportunity to bring people together to serve in solidarity to effect positive social change. A well-qualified candidate sees the potential of connecting those who might not otherwise have the chance to serve and learn together. This occurs through the Trek program where students have the opportunity to travel to a buildOn partner country, live with a host family, and work in solidarity to build a school. Similarly, this is achieved in the Immersion programs where donors and students come together to learn about each other, grow their Constructive Leadership skills, and serve the local community side by side.

This is a great opportunity for a mission-driven team player who enjoys engaging students in service. If you have a history of service, are passionate about the potential of young people to develop themselves and their communities through service, and are driven to achieve measurable results, then join buildOn as we continue to grow and change the world!

What You'll Do

- In partnership with a local high school, facilitate buildOn IPARD Service Learning both in the classroom in partnership with teachers as well as out in the community.
 - Classroom IPARD is one or all of the following: curriculum aligned, linked to systemic issue and/or driving personal & social development.
 - Community-based service will have specific IPARD journeys where the Engagement Specialist engages them in each step of the process from extensive education (Investigation) and Demonstration which can include advocating for lasting change.
- Ensure quality program delivery at one school using buildOn service learning methodology, tools, and curriculum.
- Use a mix of in-class engagement and out of school engagement to reach engagement goals and input accurate and complete data on time through Salesforce.
- Establish, develop, and maintain strategic partnerships with school advisors, administrators, faculty, support staff, parents and local community partners.
- Support the planning and execution of all regional events, including Service Kick Off, Citywide Service, Celebrate buildOn!, and other large-scale events.
- Lead recruitment of students to participate in Trek and Immersion Experiences (36 Hours, Partnership Program, etc.)
- Support collaboration with other departments, such as Development, Marketing, Global, Finance, and HR to meet organizational goals, such as fund development and elevating student voice, to work as ONE buildOn.
- Track personal expense requests, manage any petty cash and receipts and ensure submitted to Program Manager on time.
- Perform other duties as assigned by Program Director. These could include, but are not limited to; support other programs with large scale events, supporting school events such

as parent-teacher conferences, summer bridge, freshman orientation, creating in-house service calendars, flyers, and curriculums, etc.

What You Bring

- Personal commitment to buildOn's mission – the power of **service** to change lives, communities, and the world
- buildOn Alumni preferred (indicate buildOn Alumni status in the application, if applicable)
- Committed to buildOn's core values of empowerment, responsibility, and compassion
- Demonstrated use of a mix of in-person interactions and digital tools which will include but are not limited to social media (such as Instagram), virtual meeting platforms (such as Google Meet or Zoom), and learning platforms such as Google classroom.
- Willingness to engage students in virtual **service**, socially/physically distant **service**, and direct **service** depending on CDC and local guidelines. (Proper training and PPE will be provided)
- Belief in the power of students to develop as Constructive Leaders through **service**
- Belief in the power of students to address systemic issues and make meaningful and lasting change in their own lives, the community, and the world through **service** learning. Knowledge of the systemic issues that inhibit the growth of communities and a strong desire to develop youth so they can be the drivers of positive social change through **service**.
- Extensive experience living and/or working in underserved communities
- Demonstrated skills as a teacher/facilitator or experience working side-by-side teachers/facilitators particularly implementing **service** learning projects
- Extensive experience leading and/or participating in service-learning both in the classroom and with community partners (1-2 years)
- Experience working in mission-centered nonprofit programs
- Track record of professional and personal achievement
- Invested in continual growth and learning through ongoing discovery, planning and execution, and reflection
- Excellent skills to build relationships with students, school faculty and staff, and community partners
- Organized and disciplined with time to effectively accomplish multiple projects simultaneously
- Exceptional communicator
- Driven to achieve goals
- Excel to adapt in a dynamic and fast-paced work environment
- Functional knowledge of regional school district(s) and educational and nonprofit landscape
- Relevant educational background (Bachelor's degree or equivalent experience)

What We Value

We've identified a set of core competencies which you'll need to thrive within the buildOn family.

- **KEY PERFORMANCE INDICATOR FOCUS:** Intense drive to deliver results of engaging youth in **service** learning.
- **RELATIONSHIP BUILDING:** Initiates and cultivates authentic, mission-driven relationships with students and all stakeholders.

- **PLANNING & EXECUTION:** Proactively manages multiple projects simultaneously to achieve collective objectives with strong time management and organizational skills.
- **LEADERSHIP:** Takes a hands-on approach and operates with high integrity, humility, and eagerness to grow.
- **IMMERSION:** Embraces and delivers high quality Immersions consistent with IPARD methodology.

What You'll Learn:

As part of your professional development at buildOn you will learn how to become a **Constructive Leader**. Constructive Leadership is a method of building leaders that inspires solidarity and unleashes our courage, resilience, empathy, and passion for the possible. Constructive Leadership is only ignited through service. Constructive Leadership is how we built this organization and what we've learned by working at ground zero of extreme poverty and the drop out crisis for more than 29 years.

What We Offer

We offer a competitive compensation package, including: salary commensurate with experience, generous paid time off; a comprehensive benefits package including medical, dental, vision insurance, a flexible spending account, employee assistance program, retirement plan with an employer matching plan, commuter benefits, disability as well as life insurance. In addition, you will have the opportunity to work alongside mission-driven and dedicated colleagues across the world who are committed to breaking the cycle of poverty, illiteracy, and low expectations through service and education.

Apply Here:

Please send a resume and a compelling cover letter to Jobs@buildon.org to complete your application.

Our Commitment to Equity, Diversity and Inclusion

buildOn is committed to building and maintaining an inclusive environment that drives innovation, strengthens ONE buildOn and bolsters a culture where people truly feel valued, heard and respected. buildOn provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color religion, gender, sexual orientation, national origin, age, disability, marital status, amnesty, or veteran status.