

Alternative Break Student Coordinator Position Description

Program Description

Alternative Breaks is an opportunity for students to participate in an intensive service experience during their winter, spring, and weekend breaks. Participants travel to communities around the Midwest where they work with local residents to learn how their host communities are addressing pressing social issues. Breaks are open to K-State undergraduate, graduate, and international students.

Position Description

Student coordinators organize the Alternative Breaks at Kansas State University in the Staley School of Leadership. Primary responsibilities include recruitment, developing and implementing a service-learning curriculum, and publicity of the program. The Student Coordinator also cultivates program partnerships with service sites. The Student Coordinator reports directly to the Alternative Breaks faculty supervisor, Tamara Bauer. The Staley School of Leadership is an equal-opportunity employer.

Qualifications

- Currently enrolled as a student at the University, and in good standing with the University
- Passion for social justice and active citizenship
- Strong interest in engaging students in diving deeper into social issues
- Strong communication, strategic planning, administration, and facilitating skills

Preferred qualifications

- Previous experience with service learning
- Valid driver's license
- At least three semesters left until anticipated graduation

Responsibilities

- Coordinate logistics of Alternative Break experiences (i.e. housing, transportation, etc.)
- Recruit and select site leaders and student participants
- Facilitate workshops to create a comprehensive understanding of service-learning for site leaders and participants
- Develop a curriculum that fosters high-impact learning
- Facilitate site leader training
- Budget development and management
- Develop site partnerships for each break; create new partnerships
- Effectively communicate with site partners, site leaders, and student participants (i.e. email, phone calls, etc.)
- Manage all logistical details of Alternative Break trips (i.e. transportation, housing, etc.)

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Responsibilities continued

- Manage all Alternative Break publicity and media (i.e. website, fliers, promo video, etc.) in concert with PR coordinators
- Site lead Weekend Breaks
- Represent Alternative Breaks at official University functions
- Assist with other programmatic needs of the Staley School

Compensation

This position will be compensated in the following manner:

- 8/10 hours of paid work per week starting at \$12.00/hour
- A stipend to cover the cost of one Alternative Break trip

Application

Applications are due Feb. 27

Link to Application: https://kstate.qualtrics.com/jfe/form/SV_0cShEJCaGhZdC8C