Montana Campus Compact AmeriCorps Program Assistant Intern

We are recruiting for a paid Graduate Student Intern to assist with the Montana Campus Compact AmeriCorps program at UM for 20 hours a week. Below is the information available in Handshake. We are interested in ensuring graduate students are aware of this opportunity which can start on September 1.

Montana Campus Compact (MTCC) advances the public purposes of colleges and universities by deepening their ability to improve community life and to educate students for civic and social responsibility. This position will support the MTCC AmeriCorps program which places full time AmeriCorps Leaders in Montana communities meeting critical needs of K-12 first generation and low income students around college access and student success. The program also recruits part-time college student AmeriCorps members to support programming.

This position will help to develop and implement assessment tools to evaluate the program’s impacts and ensure the program is gathering the best data to illustrate the impacts of the program.

The intern will work closely with the Program Specialist and AmeriCorps Senior Leader to expand recruitment and retention efforts through taking the lead in supporting part-time college AmeriCorps Team Members in a variety of ways including conducting zoom meetings, preparing training opportunities and researching and developing resources and toolkits to support members in their services.

This position will support the compliance of the AmeriCorps program including being trained to support criminal history checks as well as aiding the manager in refining policies and procedures. This position will work with the America Learns database supporting the monitoring of time log system and electronic member files.

The intern will develop a marketing and social media plan with a comprehensive calendar to promote and highlight MTCC’s national service projects and member accomplishments. Working closely with the Senior Leader, this position will gather and facilitate social media posts and Blog posts weekly. The position will be responsible for writing quarterly press releases as well as being prepared to send them out more often as needed to highlight the AmeriCorps programming. This individual will help design marketing materials including flyers, posters, brochures and infographics. This position will support researching and recruiting new and innovative Host sites to help meet the critical needs of these communities. As well as support the Manager with reporting and research grants in support of National Days of Service and college access efforts.

For more information, contact:

Dannette Fadness, BFA, BS, MPA  
Montana Campus Compact  
AmeriCorps Program Manager  
020 DHC  
Missoula MT 59812  
(406) 243-5181  
fadness@mtcompact.org