



2017 Energy Express

...where breakfast, lunch, and learning don't take a summer break!

Two AmeriCorps Opportunities...

- **Mentor** (serves directly with children)
- **Community Coordinator** (serves directly with volunteers)

College-student mentors make learning fun for small groups of school-age children by creating an enriching environment focused on reading, writing, drama, and art. Mentors also eat breakfast and lunch with the children – a valuable time to develop strong bonds.

Community Coordinators raise awareness and involve parents and the community with children's learning. Community coordinators recruit, train, and supervise volunteers to read with children and engage in other activities at the site.

AmeriCorps members will receive...

- A living allowance of \$1,850 subject to all state and federal taxes.
- Valuable training before and during Energy Express.
- A Segal AmeriCorps Education Award in the form of a voucher for \$1,221 (available October 2017).
- An opportunity to earn college credit (arrangements made individually).

** See detailed information regarding the Segal AmeriCorps Education Award and term limits on page 4.*

About Energy Express...

Energy Express, an 8-week AmeriCorps summer service opportunity, makes a difference in the lives of West Virginia children.

During the summer, children living in rural and low-income communities often:

- Fall behind academically
- Suffer nutritionally

Energy Express promotes school success by:

- Focusing on reading and related activities
- Serving two nutritious family-style meals each day
- Working with children in small groups
- Involving older youths and community members in children's learning
- Making reading fun for children
- Increasing family involvement





Qualifications/Responsibilities

AmeriCorps Mentor

Minimum Qualifications:

- 18 or older by June 9, 2017
- U.S. citizen
- Full-time undergraduate, or
- College-bound graduating high school Senior, or
- May 2017 college graduate or December 2016 college graduate without full-time employment

Specific AmeriCorps Service Responsibilities:

- Enhance children’s interest and skills by developing, implementing, and evaluating reading-related activities focused on weekly place-based themes
- Promote children’s nutritional well being

AmeriCorps Community Coordinator

Minimum Qualifications:

- 18 or older by June 9, 2017
- U.S. citizen
- High school diploma or equivalent

Specific AmeriCorps Service Responsibilities:

- Recruit, train, supervise and track volunteers
- Manage the completion and submission of volunteer data
- Create program awareness through the media to promote sustainability
- Involve community partners at the site

AmeriCorps Service Responsibilities of Both Positions:

- Serve all days during the 8 consecutive weeks of service and complete a minimum of 300 hours of service
- Participate in the entire statewide Energy Express training with site team (lodging and meals provided)
- Participate in the AmeriCorps Swearing-in Ceremony
- Engage in outreach to children’s families through family visits and follow-up communications
- Build relationships with children, families, and members of the community
- Participate in all program meetings and events
- Be actively involved in improving personal performance through training and reflection
- Act as a positive role model for children and volunteers at the site
- Complete a visible community project with the site team
- Facilitate a guided reflection activity
- Participate in regional end-of-service reflection and celebration event
- Assist with site cleanup

Program Dates

| | |
|---|-----------------------|
| On-site Training with Site Team..... | June 9-10 |
| State Training: Morgantown/Charleston..... | June 12-13 |
| AmeriCorps Swearing-in Ceremony..... | June 12-13 |
| Family Visits and Site Preparation..... | June 14-19(Wed.– Sun) |
| Community Project and Contacts with Families..... | June 9– July 28 |
| Service with Children/Volunteers..... | June 20– July 28 |
| Regional End-of-Service Reflection & Celebration..... | July 24-28(one day) |
| Site Cleanup..... | July 28 |

Members are required to serve on-site everyday for at least 6 hours and to serve some evenings and weekends to meet all service responsibilities and requirements.



Questions & Answers

Q: What is AmeriCorps?



A: In alignment with the Serve America Act, this AmeriCorps State and National (AmeriCorps) Notice of Federal Funding Opportunity will focus AmeriCorps grantmaking in six Focus areas identified by the Act: Disaster Services, Economic Opportunity, Education, Environmental Stewardship, Healthy Futures and Veterans and Military Families. In exchange for their service, AmeriCorps members earn a living allowance and a Segal AmeriCorps Education Award. Energy Express is an AmeriCorps program.

Q: What is the time commitment?

A: Energy Express is a full-time commitment of a **minimum of 300 hours of service** from June 9– July 28 for an average of 37.5 hours a week. In addition to June 17-18, members are required to serve some evenings and weekends to meet all service responsibilities and requirements.

Q: Can I hold a job in addition to serving as an Energy Express AmeriCorps member?

A: Holding a job while serving as an AmeriCorps member is strongly discouraged. Energy Express is the primary focus for the summer. It is an intensive summer service experience that will demand time, enthusiasm, and lots of energy. **Members are required to disclose information regarding additional commitments prior to start of service.**

Q: Are there other responsibilities beyond working with children and volunteers?

A: Yes. Other responsibilities include: attending required statewide training, preparing the site, making family visits, maintaining contact with the families, planning and completing a community project with the site team, participating in reflection, on-site training, and open house as well as the end-of-service reflection and celebration.

Q: Are any absences excused?



A: Energy Express AmeriCorps is not a job, but a service commitment that requires members to focus on the program for the entire eight (8) weeks. All absences must receive prior approval in writing from the Energy Express state office. Absences are permitted only for freshman college orientation and job interviews for graduating college seniors. Individuals with an unexcused absence are not eligible for an education award. **No leave requests will be approved between June 9-June 18 due to required training or June 19, the first day with children.**

Q: What counties will have Energy Express?

A: In 2016, Energy Express served 81 communities in 38 counties. Although sites have yet to be selected for 2017, Energy Express will be held throughout the state. For more information, please visit the Energy Express website in mid-January: energyexpress.ext.wvu.edu

Q: What is a living allowance?
Is it taxed?

A: The living allowance of \$1,850, subject to all appropriate state, federal, and social security taxes, is intended to help AmeriCorps members meet living expenses while serving .

Q: What does the Segal AmeriCorps Education Award cover?

A: The Segal AmeriCorps Education Award of \$1,221 can be used to pay for tuition or on-campus housing at a Title IV institution of higher education. **Check with your institution for clarification.** It can be used to repay qualified student loans backed by the federal government under Title IV of the Higher Education Act (except PLUS loans) or under Titles VII or VIII of the Public Health Service Act.

Q: When will the Segal AmeriCorps Education Award be available?

A: The Segal AmeriCorps Education Award is granted upon successful completion of all Energy Express AmeriCorps member service responsibilities. It will be issued in late October (redeemable at www.myamericorps.gov) and available to use for seven years. It is taxed the year it is redeemed.

Q: Can I transfer the Segal AmeriCorps Education Award?

A: If you are age 55 by the first day of service (June 9) you can transfer the education award to a child, grandchild, or foster child. The award will be available to use for ten years.

Q: How many terms of service can I serve?

A: Individuals cannot exceed four total AmeriCorps State and National terms of service or the value of two full time education awards. Since Energy Express is a minimum service program, you can serve up to 4 terms with Energy Express if you have not served in any other AmeriCorps, NCCC or VISTA programs. See the Energy Express website for more info.

Q: What is the selection process for AmeriCorps members?

A:

1. Applications are received by the state Energy Express office which determines if the application is complete.
2. Energy Express state office e-mails a notification of receipt of application materials to applicant's current e-mail address.
3. Applications are distributed to first-choice counties. (If that county does not have Energy Express, the application is distributed to your second choice).
4. Counties screen applications, conduct interviews, and check references. It is possible to be interviewed by more than one county.

Q: Can I serve with Energy Express if I am currently an AmeriCorps member?

A: You are eligible if:
Your current term of service with AmeriCorps ends before June 9, 2016.

Q: Can I serve with Energy Express if I am currently a Bonner Scholar?

A: Please call our office if you are a Bonner Scholar. Your eligibility depends on:
If your term of service with Bonner ends before June 9, 2016. If you have received only one AmeriCorps education award from Bonner.

A: References

Provide three references who have worked with you in some capacity within the past three years and are not related to you.

1. Name _____

Phone: Day _____

Evening _____

E-mail: _____

Relationship: _____

Former Employer Professor/Teacher

Other (please specify) _____

2. Name _____

Phone: Day _____

Evening _____

E-mail: _____

Relationship: _____

Former Employer Professor/Teacher

Other (please specify) _____

3. Name _____

Phone: Day _____

Evening _____

E-mail: _____

Relationship: _____

Former Employer Professor/Teacher

Other (please specify) _____

B: Have you ever been convicted or pled guilty or no contest to a crime (including DUI or worth less checks) other than a routine traffic violation? **If you are in doubt**, be sure to include.

Yes No

If yes, provide the following:

Date(s): _____

Place(s): _____

Charge(s): _____

Note: A fingerprint based background check is required by AmeriCorps and will be conducted on individuals recommended for service. A conviction will not necessarily prevent you from being selected. The criminal record policy requires applicants to answer questions truthfully. **Any false statements will make you ineligible for service.*

C. Essay (please type and attach to application):

New Applicants: What are your personal attributes that would make you a successful AmeriCorps member?

Previous Energy Express AmeriCorps members:

As an experienced AmeriCorps member with Energy Express discuss three goals related to your service that will make this summer of service successful.

D. Resume

Attach your current resume.

Check our website for a resume example.

Certification and Release Statement:

*I certify that the information provided on this application is complete, accurate, and true to the best of my knowledge. I understand that **any** falsified or omitted information may be grounds for rejection of this application or termination of subsequent service in this program. I authorize West Virginia University Extension Service and/or its representatives to make reference checks using the names provided on this application and hereby release West Virginia University Extension Service and its representatives from any and all liability of every nature and kind arising out of any such reference check or other such investigation conducted pursuant hereto.*

Signed (in ***BLUE*** ink) _____ **Date** _____

(Full Legal Name)

APPLICATION PROCESS

1. Complete application form, typed essay, and resume (fill out in **BLUE INK** only)

2. Check your application. Incomplete applications cannot be considered.

3. Mail in:

1 signed application

1 essay

1 resume

4. An e-mail notification will be sent upon receipt of application.

5. Screening and interviewing are conducted at the County level.

Energy Express AmeriCorps Applications

WVU Extension Service

706 Allen Hall; PO Box 6602

Morgantown, WV 26506-6602

Selections will be announced by late April 2017.



...where breakfast, lunch, and learning don't take a summer break!

Energy Express is a unique collaborative effort in West Virginia that involves national, state, and local partners. The program is made possible through the efforts of the West Virginia University Extension Service and its 4-H Youth Development Program, AmeriCorps, Volunteer West Virginia, the state's Commission for National and Community Service, and the West Virginia Department of Education and the Arts.



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