Primary Responsibilities

The Anisfield-Wolf Associate will work under the direction of the Youth Services Director. Sisterhood meets Tuesday – Thursday 3:00 – 6:30 p.m. and Friday 3:00 – 6:00 p.m. with the exception of CMSD and West Side Community House holidays.

The associate will create a plan within the Sisterhood curriculum for the Literacy Project. The project will include interactive workshops and guest speakers.

The associate also will engage participants in reading selected award winning literature that is pertinent to the girls’ environment, to their challenges and their “designated” place in society. The associate will work with participants one-on-one and in groups toward the following goals: to develop writing skills (poetry, fiction and non-fiction), to use writing as a form of self-expression, and to read their works and those of other writers aloud in a public setting with confidence.

The associate will coordinate a small onsite event during Sisterhood hours for all participants to present their works to friends, family and members of the community at the end of March.

Skills and Education

- Ability to interact with low income, minority, urban girls ages 10-18.
- Strong organizational skills.
- Ability to use social media tools.
- Creativity and knowledge of what captures the attention of today’s youth.
- An interest in exposing inner-city girls ages 10-18 to literature in a way that promotes their enjoyment and continued interest in reading and writing.
- Ability to persevere and to help participants overcome barriers and obstacles to their success.

Candidate must currently be enrolled as a student at a college or university. Pursuit of a graduate or undergraduate degree in English, teaching or related area is a plus. Bilingual, Spanish a plus.

Candidate must be available to work directly with Sisterhood participants at least two out of four days per week during Sisterhood hours (see above).

Candidate must have a reliable means of transportation to and from West Side Community House.

Current driver’s license and criminal background check required.