

# High School Support Initiative Summer Program Volunteer

The [\*\*High School Support Initiative\*\*](#) (HSSI) connects Stanford students with high school students from local historically marginalized communities as tutors, mentors and academic supports. The program aims to empower local youth to excel academically, to take advantage of programs offered in their schools and to become advocates for themselves and their families. At the same time, it offers Stanford students the chance to engage in a meaningful educational service experience.

**Summer Saturdays at Stanford** is a program for 30-35 youth from HSSI's partner high schools with the goals for youth to 1) gain skills for use in school and their future; 2) explore parts of the Bay Area; and 3) make new friends. This is accomplished through full day sessions on Saturdays in the summer, including field trips and workshops and mentoring provided by Stanford student volunteers.

**The program runs on Saturdays, starting with Saturday, 6/29/19 and ending with 7/27/19.** The day is usually split into two parts – a workshop and a field trip. The workshops will be split along age lines – with one set of workshops for rising 10<sup>th</sup> and 11<sup>th</sup> graders and another set of workshops for rising 12<sup>th</sup> graders.

Possible field trips include a kayaking trip, lasertag and ice-skating, a local community service project, and a day trip to a local college or university.

## Typical Daily Schedule

9am	Arrive at Haas Center to check in with program director and get set up
10am	Start morning workshop
12:30pm	Lunch/ leave for field trip
1-5pm	Afternoon field trip
4-4:30pm	Closing and wrap up of the day

## **High School Support Initiative Summer Program Volunteer**

The High School Support Initiative Summer Program Volunteer works closely with the High School Program Director, Summer Program Fellows, and other HSSI volunteers to run the summer program. Most of the program will have already been designed in the spring quarter, so the volunteer role will mainly involve program implementation and working with the high school students. The aim is to recruit 12-15 volunteers for the program.

## Roles and Responsibilities

The following are the main roles and responsibilities for the **HSSI Summer Program Volunteer**:

### *Program Support*

- Prepare for the program with the program director. This may involve video conference calls or in person meetings on Saturday mornings, googledocs use, and group meetings before the quarter ends with ongoing communication in June.
- Assist in workshops for youth with the program director. Most workshops will be planned ahead of time, and volunteers will play a role in mentoring small groups of youth. On one of the days volunteers will be asked to possibly lead a workshop on a topic of interest.
- Participate in afternoon field trips with the youth.
- Build relationships and engage youth through the program time.
- Support any administrative and programmatic tasks, including ordering and picking up food for meals, calling parents for family engagement, and assisting with logistics of field trips.
- Drive youth (if you have a license) to and from the program.
- Reflect and provide feedback during and after the program.

*Growth and Learning*

- Operate from a growth and learning mindset, taking each experience both successful and challenging, as learning opportunities.
- Be open to receiving and giving feedback both among peers as well as with the program director.

**Required Commitments**

- Attend 4 or 5 of the Saturdays for the program, for the full day. Some exceptions may be made depending on program needs and how many volunteers we are able to recruit.
- Attend program orientation before spring quarter ends (date TBD).
- Attend training before the program starts (may be in-person or through video conference).
- Attend debrief and preparation meeting each week – will either be in-person on Saturdays or through video conference, depending on schedule.
- Keep lines of communication open with program staff.

**Qualifications**

- Experience leading a team, group, or project.
- Excellent communication skills.
- Ability to think creatively and problem solve.
- Experience working with youth, education issues, or in a middle or high school setting.
- Interest in education equity issues, working in marginalized communities, working with youth of color. This could be personal interest and/ or demonstrated coursework.
- Driver's license preferred.
- Ability to speak Spanish (not required but would be a huge asset!).

**Benefits**

- Unpaid position - volunteer
- Supervision and support from the program director of the High School Support Initiative
- Leadership development
- Experience working with high school youth

For questions, please contact Sophia Kim ([sophiak2@stanford.edu](mailto:sophiak2@stanford.edu)), High School Program Director. Apply [here](#).