

Social and Emotional Learning Coordinator VISTA Assignment Description

Sponsoring Organization: Greater Milwaukee Foundation

Project Name: Milwaukee Succeeds

Project Number: 16VS192397

Project Period: July 2017 – July 2018

Focus Area: Education

VISTA Assignment Objectives and Member Activities

Goal of the Project:

Milwaukee Succeeds (MKE-S) is a community-wide partnership whose aim is to ensure success for every child in Milwaukee, cradle to career. Our partnership is comprised of representatives from over 300 local organizations, working in networks to identify, align, and scale strategies that move the needle on educational outcomes.

The Social and Emotional Learning Coordinator will work on the development and delivery of Social and Emotional Learning (SEL) strategies to ensure that all children & young people are healthy, supported socially & emotionally and contribute responsibly to the success of the Milwaukee community.

The SEL Coordinator will report to the MKE-S Deputy Director while working closely with our strategic partners on this effort including the Center for Youth Engagement (CYE), the Goal Project Manager and over 30 community organizations and schools. To successfully do this work, the VISTA must be skilled at and/or interested in exploring the following activities:

1. Study and catalog key SEL resources and tools;
2. Co-plan and facilitate (as needed) at the Community and Social Support Network (CSSN) meetings and community events;
3. Co-develop and manage the CSSN social media calendar in partnership with the Milwaukee Succeeds Community Engagement Coordinator and communications staff;
4. Collect and inventory SEL program offerings including policies, practices and evaluation methods currently being used by network members;
5. Co-design and manage systems for executing trainings and other learning opportunities offered by CSSN; and
6. Manage relationships and serve as the CSSN ambassador across the Milwaukee Succeeds network.

Upon placement, the SEL Coordinator will work with Milwaukee Succeeds and Center for Youth Engagement staff to develop a work plan from these objectives. The work plan will be reviewed and adjusted as network efforts evolve.

Objective of the Assignment

1. Complete Milwaukee Succeeds, Center for Youth Engagement and VISTA onboarding.

Member Activities:

- A. Attend Pre-service Orientation or PSO Blend
- B. Complete Milwaukee Succeeds onboarding plan, which will include meeting key stakeholders associated with this position, attending network and enterprise-wide meetings, and one-on-one meetings with supervisor focused on onboarding.
- C. Complete Greater Milwaukee Foundation onboarding meetings with department heads in order to better understand GMF's mission, its place in the community, and understand how community foundations operate.
- D. Complete Center for Youth Engagement onboarding meetings with key staff and partners to understand the organization's mission and alignment with Milwaukee Succeeds.
- E. Review current SEL related resources to get familiarized with content area.

Objective of the Assignment

2. Co- plan and facilitate network meetings and other events in partnership with the Goal 4 Manager.

Member Activities:

- A. Work with Milwaukee Succeeds staff to facilitate as needed and coordinate logistics for meetings & events.
- B. Manage and communicate commitments and other actions steps that result from meetings to ensure clear and consistent follow through.
- C. Work with Center for Youth Engagement to create action plans to achieve the network's deliverables.
- D. Develop and manage internal social media content calendar in order to connect current network partners.
- E. Provide progress updates as necessary to the CSSN and other audiences.

Objective of the Assignment

3. Develop and deploy strategies for integrating SEL across the Milwaukee Succeeds Network.

Member Activities:

- A. Expand Organizational Profile Sheets in order to develop an asset map of out-of-school time SEL supports currently being offered.
- B. Serve as primary liaison between the Community and Social Support Network and MKE-S goal managers 1-3, communicating as necessary their SEL needs and outstanding questions.
- C. Write a research findings report for presentation to the CSSN and Milwaukee Succeeds Operations Team. Plan should include recommended action steps for building the capacity of Milwaukee Succeeds Goals 1-3 to address this objective. Action steps should identify needs, challenges, funding requirements, and sequencing of steps.

Objective of the Assignment

4. Co-design and assist with the implementation of SEL trainings and other learning

opportunities offered by Community and Social Support Network (CSSN).

Member Activities:

- A. Work with CSSN to identify sector-wide challenges and opportunities related to building adult SEL competency.
- B. Work with network to develop strategies to address challenges and leverage opportunities for training. Strategies could include piloting communities of practice, developing or modifying SEL curricula, or building out SEL-specific trainings within existing professional development systems.
- C. Develop a system to track and monitor who has been exposed to the CSSN's efforts and message.
- D. Support the development of funding proposals to the Milwaukee Succeeds Funders Collaborative in order to do this work.
- E. Develop and administer post-training surveys, analyze results and report findings to key stakeholders.

To Apply:

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