



# Indiana Region 2 MEP

---

1102 Tree Lane Drive, Jasper, IN 47546  
812-482-6641

The Region 2 Migrant Education Program has been awarded the IDOE R.E.A.C.H grant that will provide after school programming for migrant students for two days a week each at the Logansport Community School Corporation in Logansport IN and Washington Community Schools in Washington, IN during the school year. Our R.E.A.C.H. program will address service gaps relating to academic needs and social emotional needs. To address the academic gaps of service, a dedicated time for instruction aimed to enrich academic curriculum and target skills needing more support will occur each day. This instruction may be small group or individualized depending on current needs of the group and continually transforms as group needs and dynamics change. The large service gap with social emotional needs will be met through implementation of enrichment programming in fine arts, healthy living and fitness, STEM, growth mindset, and emotional well-being. Offering high quality out-of-school time programming near students during the regular school year will afford the best prospect to increase achievement for migrant students. During the regular school year, after-school programming will occur for 2.5 hours each day.

To this end, Region 2 Migrant Education Center will be hiring for several different positions. We invite you to apply and join our amazing team as we continue to aspire to do great things for our students. Please see our job postings below. Our best to you!

For more information contact:  
Debbie Gries, [dgries@siec.k12.in.us](mailto:dgries@siec.k12.in.us)

To apply for any position, click here:  
[Region 2 MEP REACH Job Application](#)

**Must apply by Friday, January 21, 2022**

## **REACH Program Director**

**January 2022 - June 2024**

Salary: \$43,000

185 days per calendar year

Paid through IN Migrant Region 2 REACH Grant

### Previous Experience Required

- Bachelor degree in education with several years of teaching experience
- Strong organizational skills to plan and prioritize ongoing multiple projects
- Exceptional verbal and written communication skills
- CPR & First Aid certification
- Ability to speak Spanish is a plus

### Duties and Responsibilities

Oversee organization and management of all REACH grant locations throughout the year

- Willingness and ability to build effective relationships with students and parents resulting in high levels of student engagement with learning experiences
- Work with Education Program Coordinators to design and implement high quality programming for students at all levels
- Examine the Indiana Afterschool Standards and Indiana Academic Standards and incorporate them into programming
- Communicate regularly with REACH Site Coordinators to ensure the integrity of data collection
- Coordinate, plan and secure dates with community agencies for programming details
- Work with REACH team to organize schedule and acquire needed materials for locations
- Model SEL competencies as you lead the REACH team and students through activities
- Troubleshoot issues and determine appropriate, creative solutions
- Arrange student transportation schedule
- Maintain positive working relationships with school district staff of REACH locations
- Organize and facilitate parent/family events with REACH team
- Attend all staff professional development as directed
- Attend state and national out-of-school time conferences as directed to increase knowledge of effective program strategies

### **REACH Site Coordinator (1 north area & 1 south area)**

**January 2022 - June 2024**

Salary: \$32 per hour

9 hours per week, 2 after-school sessions per week

65 days per school year

Paid through IN Migrant Region 2 REACH Grant

### Previous Experience Required

- Bachelor degree in education
- Strong organizational skills with materials and time management
- Ability to plan and prioritize multiple activities within a short time frame
- Strong written and verbal communication skills
- CPR & First Aid certification
- Ability to speak Spanish is a plus

### Duties and Responsibilities

Oversee organization of REACH grant location while guiding students through learning experiences throughout the year

- Support students with academic subjects
  - Small group and individual

- Positive feedback
- Willingness and ability to build effective relationships with students and parents resulting in high levels of student engagement with learning experiences
- Work with REACH Program Director to incorporate the Indiana Afterschool Standards and Indiana Academic Standards into programming
- Engage students in learning experiences in ways that extend their understanding and interest
- Model through your actions that academics and activities are valuable and enriching
- Model SEL competencies as you lead students through activities
- Translate materials into other languages as needed
- Greet guest presenters and help with setup & materials
- Establish positive relationships with students and families
- Work with team to design and ensure high quality programming
- Manage daily record keeping and all documentation for location
- Maintain a positive working relationship with school district staff of REACH location
- Plan with REACH Program Director to organize schedule and acquire materials
- Maintain ongoing communication with REACH Program Director for student information, programming needs, and any other issues which may arise
- Work with REACH team to organize and facilitate parent/family events
- Attend all staff professional development as directed
- Attend state and national out-of-school time conferences as directed to increase knowledge of effective program strategies

\*Mileage will be reimbursed

\*Hotel will be supplied

### **REACH Site Assistant (1 north area & 1 south area)**

**January 2022 - June 2024**

Salary: \$17 per hour

7 hours per week

65 days per school year

Paid through IN Migrant Region 2 REACH Grant

### Previous Experience Required

- Background work in education
- Strong organizational skills with materials and time management
- Ability to speak Spanish is a plus

### Duties and Responsibilities

Support REACH Site Coordinator in all areas and guide students through learning experiences

- Support students with academic subjects
  - Small group and individual
  - Positive feedback

- Willingness and ability to build effective relationships with students resulting in high levels of student engagement with learning experiences
- Model through your actions that academics and activities are valuable and enriching
- Model SEL competencies as you lead students through activities
- Support with translation of materials into other languages as needed
- Assist REACH Site Coordinator with grant requirements: schedule, attendance, records
- Assist with materials for setup, take-down, and storage
- Greet guest presenters and help with setup & materials
- Establish positive relationships with students and families via phone communication
- Work with team to organize and carry out programming
- Work with REACH team to organize and facilitate parent/family events
- Maintain a positive working relationship with school district staff of REACH location
- Attend all staff professional development as directed
- Attend state out-of-school time conference as directed to increase knowledge of effective program strategies