

CCE Model Citizen Program



Program Overview

The primary purpose of the Model Citizen program in the Center for Civic Engagement is for students to serve our community in a way that connects their academic and personal interests with future employment and lifelong civic engagement. The program creates an opportunity for students to develop and demonstrate the characteristics of exemplary citizens who model the pillars of citizenship:

- live with integrity and act with intention
- actively integrate knowledge, skill, identity, and action
- cultivate harmony and understanding in a diverse world
- seek justice for themselves and others
- promote sustainable practices
- lead through example

Model Citizens integrate passions, skills, and responsibilities by working as a team on civic engagement programs and preparing for lives as active citizens in their profession and community. Through their engagement in the community, work in the CCE, dialogue in staff meetings, and reflection at retreats, participants will learn what it means to be a model citizen in their work place and communities.

Model Citizens are hired through the CCE student worker program as Program Assistant I, II, or III depending on experience.

Program Requirements

- 10-hour a week commitment: 8 hours (negotiable) paid student employment (work study and non-work study available) in the Center for Civic Engagement + 2 hours community engagement (service, activism, advocacy, etc.)
- Attendance at weekly staff meetings, Tuesdays, 8:30-9:30 AM
- Attendance at staff retreat(s) two weekends a year
- Lead or co-lead at least one Service Saturday
- Actively participate in at least one student club or organization (e.g. ACE Board, ECA Core)
- Maintain at least a 3.0 GPA

Position Description

Model Citizens work on CCE programs, develop their own civic engagement initiatives, and support each other's efforts as a team. Each Model Citizen works at three levels within the CCE: Passion, Skill, and Responsibility:

Passions

Model Citizens can identify the issues that most energize them, using the Universal Declaration of Human Rights as a guide. Examples include:

- Youth and Education
- Health and Well-being
- Sustainability and Environment
- Human and Animal Rights
- Diversity and International Affairs

Model Citizens connect their academic and personal passions to existing CCE programs (such as Service Saturdays, PUMP It Up!, Food Rescue, B Street Living Museum, Language in Motion, Give & Go, and Pacific Votes), create logical partnerships with existing campus groups, and develop new initiatives to involve others in the issues they care about.

Skills

Model Citizens contribute existing skills and work to develop new skill sets, such as:

- Promotion, marketing, and outreach
- Database management
- Event planning
- Research and reporting
- Elections and campaigns
- Public speaking
- Program coordination
- Time management
- Critical thinking/problem solving
- Written and oral communication
- Conflict resolution

These skills are applied to their own passions and shared with others in the team to support CCE efforts as a whole.

Responsibilities

Model Citizens take responsibility to complete tasks that must be done in order to advance the work of the team, such as:

- Maintaining social media presence
- Assisting students with CE projects
- Making copies and supporting other routine office operations of the CCE
- Maintaining CCE Opportunity Blog
- Creating outreach materials for CCE-related events
- Additional duties as assigned

Responsibilities are task areas expected of all CCE staff to support each other's work and the general operations of our department.

Additional Information

- Semester and year-long positions available
- Optional internship credit (PSJ or other discipline)
- Optional civic engagement credit (CIV 110 or 111)
- Hiring contingent upon budget

Required Qualifications

- Interest in and commitment to civic engagement through volunteering, coursework, or other activities
- Good oral, listening, and written communication skills
- Ability to work as a team member and take direction from others
- Willingness to show initiative and follow through
- Familiarity with MS Office software.

Desired Qualifications

- Professional demeanor and communications
- Interest in volunteer recruitment or getting others involved with civic engagement
- Outgoing personality
- Interest in working with diverse student groups and community partners
- Knowledge of or willingness to learn about promotion of civic engagement through campus-wide educational activities.

Application Procedure

Contact Stephanie Stokamer, Director of the Center for Civic Engagement, at stok@pacificu.edu or in Scott Hall 109, or Bevin McCarthy, Assistant Director of the Center for Civic Engagement, at bevin@pacificu.edu or in Scott Hall 110. Please bring a complete application with you or send via email and request an appointment. Application available at <http://www.pacificu.edu/about-us/centers/career-development-center/work-study>. Applicants are selected based on the strength of their application and interview and how their passions and skills fit with the team.