



2024-25 C11 ADVISOR- FIXED TERM POSITION DESCRIPTION

Position C11 Strength of Character Program Advisor at one Los Angeles high school (TBD)

Training Dates With Student Leaders- July 9 & 10 / Advisor-only Training July 11

Length of Position August 26, 2024- May 23, 2025 (only during weeks when school is in session)

Location Advisor will receive mileage compensation or Uber transportation to and from their assigned school. Occasional meetings at Thrive in Joy's office in downtown Los Angeles.

Compensation \$20 per hour x approx. 5-8 hours/wk. Approx. 34 weeks (paid bi-weekly)

About The Thrive in Joy Nick Fagnano Foundation (TJNFF)

At Thrive in Joy we encourage young people to discover their character strengths and the joy of service through programs inspired by the life of Nick Fagnano. TJNFF was established in 2015 in memory of Nick Fagnano who lost his life in a rare and unexpected lightning strike on Venice Beach. Nick was about to start his junior year as a transfer student to USC.

We offer our C11 strength of character program, as a component of Club Thrive in Joy, to Los Angeles high schools with a focus on serving students from low-income communities. C11 aims to inspire high school students to discover their character strengths and engage in an Entrepreneurial Social Impact Project (ESIP). We also take volunteer teams to the Dominican Republic twice a year (October and March) to work at an orphanage and at other programs in extremely underserved communities. To learn more about our work, please visit www.thriveinjoy.org

Job Description

The Thrive in Joy C11 Advisor will serve as a coach and mentor to a team (2 Co-leaders and 1 Leader-in-Training) of high-school students who will be responsible for leading the C11 Strength of Character program as part of an after-school or advisory Club Thrive in Joy on their campus. The student leaders will plan Club activities focused on character strengths, personal development, and service impact with the resources of the C11 Journey Book and Leader's Guide providing activity modules to implement in Club meetings- some modules are required and others are discretionary.

The C11 Advisor will have a weekly planning meeting with the student leaders to prepare for the Club meetings and service projects. Planning meetings can take place in person or over Zoom, when needed. The Advisor will be provided with a Thrive in Joy Zoom account. Advisors will attend all Club meetings to observe, provide encouragement and coaching. The Advisor will also manage the Club budget and will be responsible for ordering supplies from Thrive in Joy's Amazon account to be used in Club meetings. In the fall semester the Advisor will support students in planning an executing a small service project. In the spring semester, the C11 Advisor will coach the student leaders in organizing their team of Club members and other student volunteers to plan and execute an Entrepreneurial Social Impact Project (ESIP) that addresses a need the students identify in their community.

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The Advisor should preferably be a college student passionate about sharing their experiences and working with high school students in low-income communities. The Advisor will report to Thrive in Joy's Executive Director and Program Manager. In addition to working with the student leaders, the Advisor will be responsible for tracking participation and outcomes of the students' progress as leaders and the Club members' progress as engaged participants both quantitatively and qualitatively. The Advisor will submit a weekly tracking report (using a provided template). The Advisor will also attend weekly meetings with fellow C11 Advisors working in other schools (usually via Zoom) to share experiences and discuss best practices. Advisors will be provided a Leader's Guide to support their student leaders.

Essential Responsibilities

- Facilitate weekly (when school is in session) planning meetings with student leaders
- Attend Club meetings in person
- Ensure C11 modules are implemented throughout the program
- Order supplies for Club meetings using Thrive in Joy's Amazon Business Account
- Submit receipts for all Amazon Purchases
- Interface with Thrive in Joy staff to report on Club activities
- Interface with school administrators to ensure their support and approval for all activities that occur within and outside of Club meetings.
- Assist student leaders in making community contacts to support their Entrepreneurial Social Impact Project (ESIP)
- Assist student leaders in pursuing grants, donations, and sponsorships to support their ESIP
- Assist student leaders in budgeting for their ESIP
- Support students on the day(s) they execute their ESIP
- Submit timesheets according to schedule provided

Qualifications and Skills

- Strong sense of personal character strengths
- Enjoy working with high school students
- Ability to think creatively and inspire others to do the same
- Ability to encourage team dynamics
- Ability to model leadership
- Ability to establish rapport with school administrators and Thrive in Joy leadership
- Strong and consistent communication with Thrive in Joy staff and Board of Directors
- Ability to work independently and to persevere through ambiguity
- Prompt with strong sense of time-management
- Detail-oriented
- Excellent writer
- Good Listener
- Positive attitude and confidence in decision making
- Consent to a live scan background check

For more information, please contact Mary Fagnano at mary.tjnff@gmail.com