



**AmeriCorps Member
Service Opportunity
Full-Time Position
1700 hours in 10 months**



Southern California Association of NonProfit Housing and Local Initiatives Support Corporation are seeking a full-time AmeriCorps member to serve as a Los Angeles Residents United Network Volunteer Coordinator. The candidate will ideally begin service on October 1, 2016 and serve a minimum of 1700 hours though the end of his/her term on July 31, 2017.

ORGANIZATION BACKGROUNDS

The mission of Southern California Association of NonProfit Housing (SCANPH) is to facilitate affordable housing development across southern California by advancing effective public policies, sustainable financial resources, strong member organizations, and beneficial partnerships. SCANPH’s affordable development members in Los Angeles provide below market-rate homes for low-to-extremely-low income community members and for people experiencing homelessness. SCANPH serves the southern California region of Los Angeles, Orange, Ventura, Riverside, and San Bernardino Counties. Together, these counties represent the largest population base in California, the greatest concentration of poverty and housing need, and a vibrant mix of communities with diverse resources and approaches to affordable housing.

Local Initiatives Support Corporation (LISC) is dedicated to helping community residents transform distressed neighborhoods into healthy and sustainable communities of choice and opportunity — good places to work, do business and raise children. LISC combines corporate, government and philanthropic resources to help community-based organizations revitalize underserved neighborhoods. This strategy extends to the LISC AmeriCorps program where we support placing AmeriCorps Members with local non-profit partners. Members assist in efforts to revitalize underserved neighborhoods across America and create vibrant places for people to live, work, and play.

AMERICORPS MEMBER ACTIVITIES AND RESPONSIBILITIES

The Member will (1) execute a project management plan in collaboration with SCANPH's Communications and Programs team, the Housing California Residents United Network (RUN) Coordinator, and the Center for Community Change team; (2) formalize new partnership agreements for volunteer recruitment with key Los Angeles-based organizations, such as Abode Communities, East LA Community Corporation, LINC Housing, W.O.R.K.S., ACOF, Skid Row Housing Trust, and other strategic partners; (3) provide educational materials/tools for resident volunteers to engage, inform, and excite residents to get involved in educating other residents in their buildings on the need for affordable homes and the complexity of homelessness in Los Angeles, and (4) recruit and manage by building relationships with resident volunteers from affordable developments one day per week; (5) provide leadership development training to resident volunteers to give them skills in conducting outreach, resident meetings, and activities in their buildings or communities, and (6) follow-up with resident volunteers as they reach out to other residents in their buildings to do community meetings; (7) develop professional materials and conduct short trainings with affordable development frontline staff and other service providers who will work with the resident volunteers one day per week; (8) formalize a system to provide regular supervision, communication, and engagement with the newly established core group of volunteer resident leaders and partner site staff members once a month; and (9) contribute to development of a pre-assessment plan and database to assess initial program needs, measure impact, and report annual volunteer impact.

CAREER DEVELOPMENT AND SERVICE REQUIREMENTS

MEMBER INITIALS & DATE: _____

LISC PD APPROVAL: SMR Approved

Members perform day to day service at SCANPH and are expected to attend and participate in all LISC AmeriCorps sponsored activities including but not limited to:

- Attending a national leadership conference tentatively scheduled for March 2017;
- Attending all locally sponsored monthly meetings;
- Participating in nationally sponsored webinars;
- Actively participating in at least two locally identified and team coordinated service projects (one for Dr. Martin Luther King, Jr. Day of Service and one for National AmeriCorps Week); and,
- Engaging in any other LISC events as determined by the local LISC office.

This is an AmeriCorps position. LISC and SCANPH will not allow the member to engage in activities that are considered prohibited under the terms of the grant while serving as a LISC AmeriCorps member.

DESIRED SKILLS

- Desire and ability to work with a diverse group of people, particularly those living in low-income distressed neighborhoods
- Ability to work independently and in a team environment
- Computer skills
- Good written and oral communication skills
- Comfortable with public speaking and facilitating workshops
- Experience with curriculum development and/or leadership development a plus
- Bilingual in English and another language preferred
- Ability to work a flexible schedule (some night and weekends may be required)

PROGRAM ELIGIBILITY REQUIREMENTS

To be eligible to participate as a LISC AmeriCorps member the candidate must meet all eligibility requirements to serve as a National Service participant including but not limited to:

- Be eligible to earn 100% of a full-time education award
- Be eligible to perform a term of national service
- Possess a high school degree, GED certificate or agree to achieve GED during the term of service
- Be at least 17 years of age (note there is no upper age limit)
- Have unexpired proof of status as a US citizen or possess permanent resident status and be able to provide documentation as determined by CNCS
- Be available to serve for a full 10 month period of time
- Be able to complete at least 1700 hours of service within the 10 months of service as well as serve the full term of the service

NATIONAL SERVICE CRIMINAL HISTORY SEARCH REQUIREMENT

If a candidate has a criminal record, it does not necessarily make a candidate ineligible for service. Only candidates who are subject to registry on the National Sex Offender Public Website or have been convicted of First Degree Murder may not participate as an AmeriCorps member. Only candidates being offered and then accepting the position must consent to a search of the National Sex Offender Public Website, a State Level Criminal History Search and an FBI search. Consent is provided via the LISC AmeriCorps application.

PROGRAM BENEFITS

Upon successful completion of the term of service, the member will be eligible for a \$5,775 education award to pay off existing, eligible student loans or return to school. The position pays a total stipend of \$15,000. The stipend is taxable and paid in 20 equal checks twice a month from LISC. Direct deposit is highly encouraged. A health care benefit is available for the participant only (dependents are not eligible). For members with children under the age of 13, there is a child care subsidy benefit available which is dependent on the participant

meeting all eligibility requirements (This benefit is administered by a contracted provider via the Corporation for National and Community Service).

HOW TO APPLY:

Cover letter, resume, and a one-page writing sample should be sent to Alan Greenlee at jobs@scanph.org. Any questions should be directed to jobs@scanph.org.

*We promote equal opportunity in selecting AmeriCorps members.
We are committed to diversity and inclusion in the selection process.*