



**AmeriCorps Member
Service Opportunity
Summer Only Position
300 hours**

North Shore Community Development Coalition and Local Initiatives Support Corporation are seeking a summer only AmeriCorps member to serve as an AmeriCorps LISC Community Engagement Associate. The candidate will ideally begin service on July 1st and serve a minimum of 300 hours through the end of his/her/their term on September 30th. The exact start and end date is confirmed by the Member Agreement of Participation. The individual selected to serve is not considered to be an employee of the North Shore Community Development Coalition or LISC.

ORGANIZATION BACKGROUNDS

Based in Salem, Massachusetts, North Shore CDC is a regional community development organization with a multitude of programs and activities, including real estate development, community engagement and neighborhood-based programming. Our work concentrates primarily in low-income neighborhoods of Salem, Beverly, Peabody, Gloucester, and Merrimac. Each is home to a richly diverse population of multi-generational families as well as first and second generation immigrants primarily from Central and South America, but also including families from Southeast Asia, Africa, etc.

With residents and partners, LISC forges resilient and inclusive communities of opportunity across America – great places to live, work, visit, do business and raise families. Over the last 38 years, LISC and its affiliates have invested approximately \$20 billion in businesses, affordable housing, health, educational mobility, community and recreational facilities, public safety, employment and other projects that help to revitalize and stabilize underinvested communities. These investments have leveraged more than \$60.4 billion in development activity and helped families and communities raise their standards of living. LISC investments impact the lives of nearly 7 million Americans. Headquartered in New York City, LISC’s reach spans the country from East coast to West coast in 35 markets and a Rural program making an impact in 2,100 counties. Visit us at www.lisc.org

AMERICORPS MEMBER ACTIVITIES AND RESPONSIBILITIES

The member will kick-off a new initiative that NSCDC launched this year called the Resident Ambassador Program. In the program, 5 members of the community will support the community engagement programs NSCDC has in place by doing outreach and building capacity. The member will lead this new effort and will need to be in constant communication with the residents to ensure that the tasks are being executed. The member will provide ideas and tools to support the 5 selected Resident Ambassadors. In addition, the member will support NSCDC in conducting Community Engagement participatory research to get community input on what Point Neighborhood residents want their neighborhood to look like in the next 5 years.

- Conduct outreach within the community to identify potential partners, leaders, and to inform local residents about relevant programs and resources
- Foster stronger relationships between the North Shore CDC and Point neighborhood residents
- Support the development of the Resident Ambassador program
- Conduct intake, case management, and individual supportive services
- Coordinate partnerships with organizations and community members that enhances NSCDCs capacity to implement community improvement projects

LISC PD APPROVAL: SGrant approved
MEMBER SIGNATURE (at time of enrollment): _____

PERFORMANCE, CAREER DEVELOPMENT, AND SERVICE REQUIREMENTS

This is an AmeriCorps position. LISC and North Shore Community Development Coalition 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. Members will be provided with goal(s) at the onset of the service assignment based on the activities and responsibilities noted above. Members will track goal attainment monthly through an on-line system (training provided). Members will also discuss professional performance in the form of a mid-term and final appraisal. Members are required to track time and submit on-line (training provided) timesheets twice per month.

Members will perform day to day service at North Shore Community Development Coalition and serve a minimum of 30 hours per week. Normal service hours are Monday – Friday from 8:30 am – 5:30 pm with 30 minutes for lunch per day. There will be opportunities to serve evenings and weekends. Members will have an immediate supervisor and a local LISC supervisor throughout the term of service as identified by LISC and North Shore Community Development Coalition.

Members are expected to attend and participate in all LISC AmeriCorps sponsored activities including but not limited to:

- Attending a local onboarding session coordinated by LISC and an onsite orientation to our organization;
- Attending all locally sponsored monthly meetings;
- Participating in nationally sponsored webinars;
- Actively participating in team coordinated service projects; and,
- Engaging in any other LISC events as determined by the local LISC office.

DESIRED SKILLS

- A strong commitment to helping underserved communities thrive economically
- Bi-lingual English and Spanish strongly preferred
- Excellent interpersonal skills, including the ability to collaborate with others
- Must have working knowledge of computers and computer systems

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 the education award associated with this description
- Be eligible to perform the term of national service associated with this description
- Have unexpired proof of status as a US citizen or possess unexpired permanent resident status and be able to provide documentation as determined by CNCS during the pre-enrollment period
- 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)
- Be able to complete at the hours within the timeframe of the service term and serve the full term

NATIONAL SERVICE CRIMINAL HISTORY SEARCH REQUIREMENT

If a candidate has a criminal record, it does not necessarily make a candidate ineligible for service. Candidates who are subject to registry on the National Sex Offender Public Website or have been convicted of murder may not participate as an AmeriCorps member in any national service program. Only candidates being offered and then accepting the position must consent to a search of the National Sex Offender Public Website, State Level Criminal History Search, and an FBI search. All results must be received and reviewed by LISC at least two weeks prior to the first day of proposed service. Candidates must be cleared for service by LISC prior to the first day of service. LISC will review and discuss with the candidate any concerns with eligibility that may arise as a result of these checks as per LISC's policy.

PROGRAM BENEFITS

Upon successful completion of the term of service, the member will be eligible for a \$1,289.95 education award to pay off existing, eligible student loans or return to school. Members are eligible to place existing student loans (loans must qualify and not in a state of default) into AmeriCorps forbearance. The position pays a total stipend of \$3,000. The stipend is taxable and paid in 5 equal checks for July 1, 2020 – September 30, 2020.

Additional benefits for alums can be found here: <https://www.nationalservice.gov/special-initiatives/employers-national-service/alumni> and information on Public Service Loan Forgiveness can be found here: <https://studentaid.ed.gov/sa/repay-loans/forgiveness-cancellation/public-service>.

HOW TO APPLY:

Send resume and cover letter to Felicia Pierce, Chief Program Officer at Felicia@northshorecdc.org

We are committed to diversity and inclusion in the selection process.

This program is available to all, and we treat all persons without regard to race, color, religion, creed, gender, sexual orientation, gender identity, national origin, ancestry, citizenship status, age, marital status, veteran status, disability, genetic information, or any other characteristic or status protected by applicable federal, state or local law.