



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



Pathfinder Services and Local Initiatives Support Corporation are seeking a full-time AmeriCorps member to serve as a Community Assessment Associate. The candidate will ideally begin service on October 1, 2017 and serve a minimum of 1700 hours through the end of his/her term on July 31, 2018. The exact start and end date is confirmed by the Member Agreement of Participation.

ORGANIZATION BACKGROUNDS

Pathfinder Services envisions a community in which all people are valued and accepted and have control over their own destinies. Our mission is to strengthen communities primarily by enable people experiencing developmental or economic challenges to achieve independence, inclusion and stability. Pathfinder was founded in 1966 to meet the needs of children and adults with enduring physical and intellectual disabilities in Huntington, Indiana. We have since grown into a Comprehensive Human and Community Development Organization offering services in education, employment, affordable housing, and community integration that enable people to become self-reliant and included in community life. What makes our organization unique is that we combine services with community development planning to raise the quality of life of the Community. We serve primarily Northeast Indiana through the caring hands of more than 475 employees and over 200 volunteers.

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 assist in engaging the Huntington community to gain feedback and involvement in creating a Community Arts Plan for Huntington, Indiana. The Member is expected to work well within a team, though some responsibilities will be independent. The Member will interview residents and community leaders to assess the needs of Huntington in the creative realm and will assist in the writing of the plan.

The Member will be key in assisting the Huntington Arts Planning Task Force and art planning consultants to complete the assessment. The Member will host community dialogues and informational sessions to gather data and educate the public throughout the completion of the Community Arts Plan. The Member will spend minimal time researching potential funding partners for the implementation of the Community Arts Plan. The Member should be an outgoing person who is willing to have discussions with new people, speak to large groups, and learn the details of our rural town.

AMERICORPS MEMBER PERFORMANCE

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 performance appraisal.

MEMBER SIGNATURE: _____

LISC PD APPROVAL: _____

CAREER DEVELOPMENT AND SERVICE REQUIREMENTS

Members will perform day to day service at Pathfinder Service's North Campus (2824 Theater Avenue, Huntington, IN) and serve a minimum of 40 hours per week. Normal service hours are Monday – Friday from 8:30 am – 5:00 pm with 30 minutes for lunch per day. There will be some opportunities to serve evenings and weekends.

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 a national leadership conference tentatively scheduled for March 2018;
- 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 Pathfinder Services 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
- Ability to work a flexible schedule (some night and weekends may be required)
- Comfort and ability speaking to groups of people, and ability to present professionally

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 unexpired 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 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 \$5,815 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 \$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:

Interested applicants should send their resume and cover letter to Kasey Davis via the contact information below. Applications must be received by September 15, 2017.

kdavis@pathfinderservices.org

Pathfinder Services
c/o Kasey Davis
2824 Theater Avenue
Huntington, IN 46750

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.