



Job Posting - May 25, 2018

" We are looking for a candidate with a passion for service, strong communication skills, and a belief that all young people can succeed given the right support."

The AmeriCorps VISTA position is a full-time 12-month paid volunteer assignment based in Compton, CA. The VISTA will focus on increasing the sustainability of the organization by securing grants and donations, developing partnerships and creating resources to enhance the program's ability to service students. Specifically, the VISTA member will enhance development databases and systems, review and develop communications, develop corporate partner relationships, submit at least 5 grant proposals, and contribute to the planning and execution of at least 1 fundraising event

Activities include, but are not limited to:

- **Enhance development databases and systems (evaluate funder and donor lists, identify funding priorities, generate correspondence, develop system to track and record requests and donations)**
- **Communications/PR Development**
- **Develop corporate partner relationships (create asset map of current and potential partners, develop relationships with local business and organizations)**
- **Submit at least 5 grant proposals**
- **Contribute to the planning and execution of at least 1 fundraising event**

Compton YouthBuild is a workforce and leadership development program for young people ages 18 to 24 that live in economically distressed neighborhoods. Young people learn leadership, advocacy and workforce readiness skills, while they earn an accredited high school diploma and industry recognized certifications.

We are a full-time, project-based program focused on social justice and restorative practices that allows young people to develop skills needed to rebuild their communities and their lives.

YouthBuild USA Program: The mission of YouthBuild USA is to break the cycle of poverty by unleashing the intelligence and positive energy of low-income out-of-school young adults to rebuild their communities and their lives. In YouthBuild programs in America's poorest communities, low-income young people ages 16 to 24 enroll full-time

for about a year, during which time they build affordable housing for homeless and low-income people and work toward their own high school diploma or GED while learning leadership skills and internalizing the ethic of service. These programs are run by autonomous local community-based or public agencies.

Qualifications:

- Positive and Flexible self-starter who can work independently and in a team environment.
- Strong written and verbal communication skills.
- Degree preferred
- Extremely proficient in Microsoft Office, particularly Excel.

Benefits:

- Living allowance stipend (\$18,172= \$697 bi-weekly, based on the poverty rate in Los Angeles County)
- Choice of AmeriCorps Segal Education Award (\$5,920) or End of Service Stipend (\$1,800) paid upon completion of a full service term.
- Relocation assistance: travel allowance for relocation of more than 50 miles and eligible mileage reimbursement.
- Public transportation stipend of up to \$100 per month for job-related transit.
- VISTA members receive 20 days off per year (for sick days and/or vacation time)

NOTE: 12-month assignment begins June or July 2018 and ends May or June 2019. Possibility of a 1-year extension.

How to apply: After reviewing the websites listed below, please email your resume with a cover letter to info@comptonyouthbuild.org. In your cover letter, please share details about your passion for service. No phone calls.

Review these websites to understand more about the organizations involved in this assignment:

<http://www.nationalservice.gov/programs/amicorps/amicorps-vista/what-vista-members-do>, <http://www.comptonyouthbuild.org>. <http://www.youthbuild.org>

Job Type: Full-time

Salary: \$18,172

Required education: Bachelor's

Required license or certification: Driver's License with insurance