

CRC Rural Capacity Building VISTA Project ~ AmeriCorps VISTA

Program Associate, VISTA

Site: La Plata Youth Services

Reports to: La Plata Youth Services Executive Director

Project Period: 9/3/2021 - 9/2/2022

The Program Associate VISTA will increase opportunities for marginalized youth to participate in leadership opportunities, events, and programs; will support youth mentoring activities; and will build outreach efforts and relationships with community partners to strengthen services for youth facing challenges in school, home, or court in La Plata County.

Position is office-based in Durango, Colorado.

Position is full-time, approx. 40 hours per week.

ESSENTIAL FUNCTIONS:

Objective 1: The Program Associate VISTA will support LPYS 2019-2022 Strategic Goals #1: Strengthen and build LPYS partnerships with community, business, agencies, and schools; and #2: Increase the well-being of youth engaged in LPYS programs.

Member Activity:

1. Will coordinate a Black, Indigenous, People of Color (BIPOC) event and programming at La Plata Youth Services.
2. Will increase the participation of marginalized youth engaged in leadership opportunities, including advisory boards. Youth with marginalized identities may include youth of color, young individuals from lower socioeconomic status (SES) families, and those that identify as LGBTQIA+.

Objective 2: The Program Associate VISTA will support LPYS 2019-2022 Strategic Goal #2: Increase the well-being of youth engaged in LPYS programs.

Member Activity:

1. Coordinate and oversee Radical Possibilities mentoring program-related group activities.
2. Assist with mentor recruitment.
3. Enter mentor case notes into Salesforce database.
4. Assist with data collection AND grant reporting/grant writing.
5. Assist Radical Possibilities program staff with mentee/family outreach and intakes.

Objective 3: The Program Associate VISTA will support LPYS 2019-2022 Strategic Goal #5: Build and improve high quality programming and services in alignment with existing organizational values.

Member Activity:

1. Develop and enhance promotional materials – agency brochure, annual report (infographic), on-line newsletter, website, Facebook, and Instagram.
2. Assist in the planning and implementation of special events – including volunteer recruitment for the Unchain my heART event and Animas Splash & Dash.
3. Gain non-profit administrative and organizational knowledge, specifically in the areas of development (individual donors, grants), program development, and evaluation.

Objective 4: All LPYS staff will support the VISTA member to become an integral team member and support their professional development.

Member Activity:

1. Build and sustain healthy, positive relationships with program participants, including students, families, teachers, administrators, staff, other service providers, and CMP program staff.
2. Actively foster the values of LPYS throughout all programming, specifically Social Justice, Integrity, Community, Collaboration, and Compassion.
3. Attend professional development workshops such as regional activities, conferences, and presentations to build a strong professional network.
4. Attend LPYS team meetings to provide a better organizational overview and to encourage professional development.
5. Track and report progress in VISTA quarterly reports.

DESIRED QUALIFICATIONS:

- School-based, systems-related experience (includes promoting and guiding change within school systems, implementing practices and policies).
- Experience working with youth in conflict/crisis.
- Knowledge of, and training in, restorative justice practices, theoretical framework, and philosophy; trauma-informed care.
- Knowledge of the school-to-prison pipeline and social programs, interventions, and systems supporting positive youth development.
- Practical knowledge of social justice including addressing inequities created by systems and policies that create barriers to the well-being and opportunity for youth that have marginalized identities including youth of color, young individuals from lower socioeconomic status (SES) families, and those that identify as LGBTQI+.
- Experience working with people of diverse backgrounds, perspectives, and cultures.

MINIMAL REQUIREMENTS:

- Committed to the success of the program.
- Flexible, reliable, friendly and conscientious.
- Able to work with both youth and adults with a respectful and non-judgmental attitude.
- Capable of being appropriately responsive to challenging and/or crisis situations.
- Practice good verbal and written communication; organization skills.

- Compliance with confidentiality and mandatory reporting of child abuse and neglect.

EDUCATION: A Bachelor's Degree or any equivalent combination of education, experience, and/or training.

Eligibility Requirements for VISTA:

- Be 18 years or older (no upper age limit).
- Have graduated from High School, or have a GED.
- Pass a national service criminal history check.
- Hold one of the following citizenship or legal residency statuses: US citizen, US National, Lawful Permanent Resident (i.e. Green Card status), and persons legally residing within a state including those holding the following classifications: refugee, asylee, temporary protected status throughout VISTA service, and holding Deferred Action for Childhood Arrivals (DACA) status.

To apply: Create an application in the [My AmeriCorps Portal](https://my.americorps.gov/mp/login.do): <https://my.americorps.gov/mp/login.do>. For assistance with the application and/or scheduling an initial screening, please contact Anna Toth at : toth@crcamerica.org.