

Campus Compact of Oregon at Campus Compact of Oregon AmeriCorps VISTA Member Position Description

Host Site Name: Campus Compact of Oregon (CCOR)
Department: VISTA Program
Location: Portland Oregon
Website: <http://www.oregoncampuscompact.org/>
Position Title: Mutual Aid and Resource VISTA Leader, Campus Compact of Oregon

Summary of Position and Project Goal:

The Mutual Aid and Resource VISTA Leader supports meaningful and purposeful resource generating for members in the Campus Compact of Oregon AmeriCorps VISTA program as they [members] develop programming to address K-12 and college access and success for low-income students across the state of Oregon. This position also builds systems and capacity for a robust and sustainable resources and mutual aid component of the VISTA program.

The Campus Compact of Oregon VISTA Program increases educational outcomes for academically underserved and economically disadvantaged students throughout the state of Oregon by developing culturally responsive, community engaged programming on college campuses and with community partners. Program leaders conduct this work by employing a Black feminist critical race lens in order to center the needs of BIPOC communities. Program Leaders will address and support members through the ever - changing global pandemic: COVID-19. Support varies depending on members and community needs. Support and collaborate with CCOR staff and leaders in the stewardship of the organization through periods of transition.

Essential Responsibilities/Activities:

- Support AmeriCorps members during their service year with daily coaching, professional development opportunities, and problem solving issues that may arise
- Program capacity and documentation
- Create and sustain tracking systems, data collection, quarterly reports, timesheets and general Americorps member logistics
- Coordinate and lead site visits for your cohort, in collaboration with Program Manager, for the 22-23 program year
- Research and create systems for mutual aid practice and resource gathering
- Cultivate and nurture community partnerships in alignment with mutual aid and resource creation/generating practices
- Attend Campus Compact of Oregon organizational meetings and engage in collaborative practice, policy and procedure visioning

AmeriCorps VISTA Member Responsibilities:

- Attend all Campus Compact of Oregon AmeriCorps VISTA required trainings and events
- Complete and submit all Campus Compact of Oregon AmeriCorps VISTA required progress reports, timesheets, and other paperwork

Required Qualifications:

- 18 years and older
- Must have at least an Associates Degree or equivalent credits
- Demonstrate a commitment to or willingness to explore issues of racial justice and equity
- A U.S. citizen, U.S. national, or lawful permanent resident
- Able to serve full-time for 365 days
- Ability to pass a criminal history background check
- Must have served an AmeriCorps role successfully prior to this position

Preferred Qualifications:

- Project coordinator experience
- Experiencing supporting a team
- Proficient in all google software; google email, google calendar, google meet, google drive, etc.

AmeriCorps VISTA Member Benefits:

- A living allowance of \$733.18, bi-weekly for 1 year of service (for VISTA Leaders serving in Clackamas, Columbia, Multnomah, Washington, and Yamhill counties)
- An education award of \$6,195 or cash stipend of \$1,500 upon successful completion of service
- Relocation allowance of \$550 and mileage - based reimbursement if moving more than 50 miles to serve
- Health benefits
- Loan forbearance and interest accrual payment on qualified student loans
- Child care (if eligible)
- Training and professional development opportunities
- Access to an extensive network of AmeriCorps Alums
- Federal jobs non-competitive eligibility for one year after service

CCOR Supplemental Site Specific Benefits:

- \$600 housing allowance / per month
- \$54 Food / Grocery gift card / per month
- \$28 Transportation support /per month
- \$75 home office benefit / per month to be paid towards wifi, electricity, phone bill, etc
- \$150 professional development fund
- Use of our Downtown office
- Office supplies to serve remote
- Professional Development opportunities (IST, CCOR Conferences for free, MLK Racial Justice Campus Collaborative, Counter Narrative Series, etc)
- Meals paid for by CCOR during IST's, site visits, and some community activities