

WACC AmeriCorps VISTA Position Description

Host Site Name: Gonzaga University
Department: Center for Community Engagement (CCE)
Position Title: Community Outreach VISTA

Project Title: Engage Gonzaga Initiative
Project Supervisor: Program Manager, Center for Community Engagement

Position Summary:

Gonzaga University is a private, Jesuit university committed to the development of the whole person by educating students for lives of leadership and service for the common good. Gonzaga's Center for Community Engagement (CCE) supports this mission by providing opportunities for students to engage in meaningful service that addresses critical community issues. Our programs engage students through one-time and ongoing projects that explore issues such as educational access, economic disparity, food insecurity, homelessness, and communities on the margin.

In order to increase community impact and concentrate our engagement efforts, the Community Outreach VISTA will support efforts to develop the Engage Gonzaga Initiative focused on neighborhoods in Northeast Spokane adjacent to the Gonzaga campus. These neighborhoods encompass one of the lowest income zip codes in the state of Washington. The Washington Campus Compact AmeriCorps VISTA project provides an opportunity to continue directing our engagement efforts toward a place-based initiative with a focus on the areas of educational attainment and food security. This project builds on collective action efforts in our community and leverages CCE's successful history of developing strong reciprocal partnerships with our surrounding community and local schools. The VISTA member will involve Gonzaga students, staff, and faculty in institutionalizing sustainable community engagement efforts that 1) that promote the educational access and success of P-12 youth at-risk and 2) increase access to secure and nutritional food for individuals and families residing in the northeast neighborhoods of Spokane.

Major responsibilities and activities:

- Community Engagement and Place-Based Work
 - Identify, develop, and support CCE engagement opportunities in Northeast Spokane, including food security and educational access efforts
- Program Coordination and Development
 - Publicize and market CCE programs to expand and diversify student and community partner engagement
 - Support and advise student leaders, volunteers, and community organizations in year two of the Zag Volunteer Corps Semester of Service program implementation
 - Complete site visits and provide on-site program leadership as needed
 - Plan, coordinate, and implement community-service projects for National Days of Service
 - Edit, update, and further develop Innovation Fund opportunities and materials, track results
 - Examine program structure and develop and implement recommendations for sustainable staffing plan
- Assessment
 - Analyze existing assessment data, including data from year one of Zag Volunteer Corps Semester of Service program; identify strengths and areas for improvement
 - Develop plan for implementing program improvements
 - Continue to gather feedback on the impact of partnerships and the Zag Volunteer Corps program from community-based organizations and student volunteers through meetings, questionnaires, and/or focus groups
- Student Leadership Development

- Educate and train student leaders and volunteers for roles in the Zag Volunteer Corps program and other participation in the CCE and Northeast Spokane community
- Support student leader/volunteer ongoing training and reflection activities
- Develop and present workshops and trainings
- Administration
 - Complete reports and timecards required by the Center for Community Engagement and Washington Campus Compact

Term of service: 365 days, averaging 40 hrs /week

Qualifications:

- Associate or Bachelor's Degree
- At least 18 years of age, U.S. citizen, U.S. national, lawful permanent resident, or person residing legally in Washington State
- Ability to make a full-year commitment
- Interest and/or experience in community service and/or community development
- Effective oral and written communication skills with diverse populations, including multicultural experience and cross-cultural communication skills
- Proficient in Google platform, MS Office, Adobe products, social media, and database management
- Ability to organize, prioritize, and perform multiple work assignments
- Ability to work evenings and weekends as necessary
- Ability to pass criminal background check

AmeriCorps VISTA benefits:

- Bi-weekly living allowance (approximately \$472.22 for Spokane County)
- Relocation and settling-in allowance, if moving more than 50 miles to serve
- Post-service \$5,920 Education Award or \$1,800 end-of-term cash award
- One year of non-competitive eligibility (NCE) for federal government jobs
- Basic health coverage, student loan forbearance, and basic child care assistance when applicable
- Paid round-trip ticket to pre-service orientation and reimbursed travel expenses when applicable
- Extensive training, professional development, and networking opportunities
- Access to AmeriCorps network

Site specific benefits:

Gonzaga ID Card which provides the following benefits: access to university library, campus gym and access to a free bus pass (if available).

For More Information Contact: Hannah Klaassen, Program Manager, klaassen@gonzaga.edu, (509) 313-6937

Equal Opportunity and Non-discrimination

Western Washington University/Washington Campus Compact and sub-granted campus programs, in compliance with applicable laws and in furtherance of its commitment to fostering an environment that welcomes and embraces equal opportunity, diversity and inclusiveness, does not discriminate on the basis of race, color, creed, religion, national origin, sex (including pregnancy and parenting status), age, disability, marital status, sexual orientation, gender identity and expression, genetic information, and veteran status in its programs or activities, including employment, admissions, and educational programs. See Western's [Policy on Ensuring Equal Opportunity and Prohibiting Discrimination and Retaliation](http://www.wvu.edu/policies/policy1000.shtml) (POL-U1600.02): <http://www.wvu.edu/policies/policy1000.shtml>

As such, the subcontracted campus programs agree not to discriminate against any client, student, employee, or applicant for employment or services in administering personnel actions such as employment, promotion, demotion, transfer, recruitment, layoff, termination, compensation and training opportunities, on the basis of race, color, creed, religion, national origin, sex (including pregnancy and parenting status), age, disability, marital status, sexual orientation, gender identity and expression, genetic information, and veteran status.

