Leadership and Community Engagement
MDCCC AmeriCorps VISTA/Community Engagement Coordinator

Job Description

The Center for Student Involvement fosters life-long learning and personal development of students by enriching co-curricular education and creating purposeful connections built and promoted through their experiences in student programming and professional experiences.

Program Area: Leadership and Community Engagement
Supervisor: Associate Director of Leadership and Community Engagement

MDCCC AmeriCorps VISTA/Community Engagement Coordinator

Project Description

The MDCCC-AmeriCorps VISTA member will research, develop, and implement a community based initiative to reduce the effects of poverty in Southwest Baltimore, in partnership with CUPs (Creating Unlimited Possibilities), a non-profit that seeks to employ at-risk youth and serve at-risk communities. Through targeted research, interviews, discussions, and meetings with community stakeholders, the MDCCC-AmeriCorps VISTA will develop a sustainable program that aims to help at-risk youth transition out of poverty by facilitating mentoring relationships between the youth and volunteer mentors, offering substantial college readiness resources, providing career readiness programming, such as resume assistance and interviewing tips, and offering financial education workshops.

Consideration for employment is based on the review of a resume, interview and may vary based upon position and program area.

MDCCC AmeriCorps VISTA/Community Engagement Coordinator Responsibilities

- Research, develop, and implement a system to pair mentors with volunteers.
- Schedule, attend, and assess training sessions in the areas of:
  - College readiness
  - Career readiness
  - Financial education
- Provide assistance to CUPs staff and neighborhood residents to ensure the program is community-focused and sustainable.
  - Conduct meetings, surveys, and research to ensure that the participants, volunteers, and community partners are satisfied with the program and that the program is meeting its stated objectives.
- Develop, implement, and assess community engagement programs and services, to include
  - A program for individual, self-guided service experiences
  - Day of Service Events
    - Summer Day of Service
    - Make a Difference Day
    - Martin Luther King, Jr. Day of Service
    - Community Service Day
  - National Hunger and Homelessness Awareness Week
  - Tracking and reporting of volunteer hours for all programs