

**Come join us in Sacramento, California, as an AmeriCorps VISTA leader.  
This is a full-time, yearlong, volunteer service position, from May 2009 through April 2010.**

Your assignment, should you choose to accept it, is to support VISTA members and assist VISTA site supervisors in their efforts to address the community needs of low-income populations in Sacramento, and nearby counties in California. You will work directly with the Sacramento Food Bank & Family Services, Sacramento Ending Chronic Homelessness Initiative, Legal Services of Northern California, Sacramento Enriches, Plumas Rural Services, and Folsom Cordova Unified School District as a VISTA leader, you will work to expand and build the capacities of the individual VISTA members and their respective sites.

**Responsibilities will include:**

- Serving as a liaison between the sponsoring agency, Community Services Planning Council, and the host sites with their VISTA members.
- Mentoring and helping VISTA members with their transition into the AmeriCorps year of service.
- Helping new VISTA supervisors and new VISTA members with orientation.
- Assisting VISTAs and site supervisors find professional development opportunities.
- Identifying training opportunities for VISTA members and site supervisors.
- Using your creativity to plan and organize VISTA social networking and team-building activities.
- Collecting and submitting quarterly reports.
- Promoting VISTA service opportunities through media and with elected officials and the public.
- Assisting VISTA members with research on funding opportunities.
- Assisting VISTA members with end-of-service planning.

**Benefits during your service year include:**

- Monthly living stipend
- Health benefits
- End of year cash stipend or an AmeriCorps Education Award of \$4,725 (If you have not previously received two awards). Additionally, members have the option of deferring student loans during their year of service.
- Non-competitive eligibility for federal employment
- \$550 relocation assistance (if relocating 50 miles or more to Sacramento) and up to \$500 baggage allowance
- Child care assistance of \$300 a month per child

**Prerequisite:**

- To apply for an AmeriCorps VISTA leader position, a candidate must have satisfactorily completed at least one year of service as a VISTA member.

**Other desirable knowledge, skills and abilities include:**

- Ability to work well independently and with others, be self-motivated and a team player
- Excellent written, oral and interpersonal communication skills
- Good organizational and time management skills
- Familiarity with community organizing/development models
- Experience with MS Word, Excel and the Internet (familiarity with Access is helpful)
- Ability to adapt to changing work demand and to multitask
- Ability to effectively deal with conflict and maintain objectivity
- Leadership abilities and emotional maturity
- Excellent problem solving skills
- A sense of humor!

**Physical demands:**

- Must be able to dedicate long hours (including evenings and weekends), often putting in extra time, especially during site visits to Counties outside Sacramento.

**To apply:**

Send cover letter in e-mail format, along with a resume and job application to: [info@communitycouncil.org](mailto:info@communitycouncil.org).

Subject line should read VISTA LEADER

Job application can be found at [www.communitycouncil.org](http://www.communitycouncil.org) under employment. Please note that all 3 parts of the application must be submitted to be considered for the position.

**For more information:**

- To find out more of what the AmeriCorps VISTA leader position has to offer, visit [http://www.americorps.org/for\\_individuals/alumni/join\\_vista\\_leader.asp](http://www.americorps.org/for_individuals/alumni/join_vista_leader.asp) on the AmeriCorps web site.
- To learn more about Sacramento, visit <http://www.sacramentocvb.org/> and <http://www.cityofsacramento.org/>