



2017-2018 Maine Rural AmeriCorps Project Position Description

The AmeriCorps mission is to strengthen communities and develop leaders through team-based national and community service. AmeriCorps programs do more than move communities forward; they serve their members by creating jobs and providing pathways to opportunity for young people entering the workforce, as well as older adults. AmeriCorps places thousands of dedicated individuals into intensive service positions where they learn valuable work skills, earn money for education, and develop an appreciation for citizenship. AmeriCorps is often referred to as the domestic Peace Corps.

The United Way of the Tri-Valley (UWTVA) has two full-time AmeriCorps opportunities. Members will build capacity in local food pantries in Franklin County and the Northern Androscoggin County communities of Livermore and Livermore Falls. Goals include: increasing the number of volunteers at local food pantries; establishing a network of local food pantries to leverage resources and efficiently communicate; train volunteers so they are well-versed about community resources and motivated to share this information with patrons; and increase amount of, and improve access to, more nutritious food.

UWTVA was established in 1981 and has a long and well-established reputation for meeting community needs by investing in effective programs, coordinating volunteers, and providing information and referral services.

AmeriCorps members serving with UWTVA will have the opportunity to become part of a vital team serving a vibrant rural community, learn about community resources, hone project implementation skills, and address an area need, all while living in a haven for recreational activities including skiing, hiking, biking, canoeing and snowshoeing.

Members will be serving 1,700 hours spanning at least one year of a two-year grant and will be based in Farmington, Maine with local travel required.

Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

Qualifications:

- Self-motivated with a high degree of flexibility.
- Clear, concise oral and written communication.
- Ability to manage time, set priorities, plan and implement projects effectively.
- Bachelor's degree or equivalent experience in related field preferred but not required.
- Personal transportation.
- Have a passion for helping people and a particular interest in food insecurity.
- Pass all required background checks including finger print criminal background, Child Abuse Registry and National Sex Offender Registry.

Essential Functions:

Ability to:

- Define problems, collect data, establish facts, and draw valid conclusions.
- Speak clearly and effectively to groups (large and small).
- Facilitate meetings of diverse participants.
- Provide training and technical assistance on available community resources.
- Use basic computer software such as Microsoft Office and navigate the internet.

Desired Functions:

Ability to:

- Recruit and manage volunteers.
- Work with diverse populations including those with varying socioeconomic backgrounds.

Benefits and Terms:

Successful AmeriCorps candidates receive extensive training and support, including performance evaluation; a living allowance of \$1,052.50 per month; health benefits as applicable; and (upon successful completion of service term) a \$5,815 educational award. Additional benefits available to eligible members include a child care benefit; and student loan forbearance upon successful completion of their term. The hosting organization will reimburse mileage expenses associated with project travel. Please note: members commit to full-time service for one year and other terms. For more information about AmeriCorps service and to sign up, visit the AmeriCorps website at www.americorps.gov.

Prohibited Activities:

While charging time to the AmeriCorps program, accumulating service or training hours, or otherwise performing activities supported by the AmeriCorps program or CNCS, staff and members may not engage in the following activities:

- a. Attempting to influence legislation;
- b. Organizing or engaging in protests, petitions, boycotts, or strikes;
- c. Assisting, promoting, or deterring union organizing;
- d. Impairing existing contracts for services or collective bargaining agreements;
- e. Engaging in partisan political activities, or other activities designed to influence the outcome of an election to any public office;
- f. Participating in, or endorsing, events or activities that are likely to include advocacy for or against political parties, political platforms, political candidates, proposed legislation, or elected officials;
- g. Engaging in religious instruction, conducting worship services, providing instruction as part of a program that includes mandatory religious instruction or worship, constructing or operating facilities devoted to religious instruction or worship, maintaining facilities primarily or inherently devoted to religious instruction or worship, or engaging in any form of religious proselytization;
- h. Providing a direct benefit to—
 - i. A business organized for profit;
 - ii. A labor union; iii. A partisan political organization; iv. A nonprofit organization that fails to comply with the restrictions contained in section 501(c)(3) of the Internal Revenue Code of 1986 related to engaging in political activities or substantial amount of lobbying except that nothing in these 9 provisions shall be construed to prevent participants from engaging in advocacy activities undertaken at their own initiative; and v. An organization engaged in the religious activities described in paragraph 3.g. above, unless CNCS assistance is not used to support those religious activities;
- i. Conducting a voter registration drive or using CNCS funds to conduct a voter registration drive;
- j. Providing abortion services or referrals for receipt of such services; and k. Such other activities as CNCS may prohibit. AmeriCorps members may not engage in the above activities directly or indirectly by recruiting, training, or managing others for the primary purpose of engaging in one of the activities listed above. Individuals may exercise their rights as private citizens and may participate in the activities listed above on their initiative, on non-AmeriCorps time, and using non- CNCS funds. Individuals should not wear the AmeriCorps logo while doing so.

Term of Service is September 1, 2017 – August 31, 2018. Applicants should send a resume and cover letter to: Nichole Ernest, Community Resource Coordinator, United Way of the Tri-Valley Area at volunteer@uwtva.org. Call 207.778.5048 or for more information. Applications will be received until a suitable candidate is found.

United Way does not discriminate and is an equal opportunity organization.

UWTVA
PO Box 126
218 Fairbanks Road
Farmington, ME 04938
uwtva.org