

Position Title: Springfield Employment Navigation AmeriCorps VISTA

Position Description:

The Corporation for National and Community Service has a placement for a VISTA service member for the Community Connections Youth Project (CCYP) at FosterAdopt Connect in Springfield, Missouri. Former foster youth face a multitude of poor outcomes including higher rates of homelessness, unemployment, incarceration, and lower rates of high school graduation. As a result of this VISTA member's service, former foster youth will have more equitable employment and financial opportunities. The AmeriCorps VISTA member will support the mission of FosterAdopt Connect by increasing the capacity and effectiveness of the CCYP program through activities including community networking, marketing, public relations, and researching employment programs.

By accepting this position you will be required to become a member of the AmeriCorps VISTA Program; a stipend for this placement will be made by the Corporation for National and Community Service.

VISTA Member Responsibilities:

- Assess the components of successful employment programs for former foster youth and develop and implement a plan for establishing the Employment Navigation Program at FosterAdopt Connect Springfield office.
 - Develop internal procedures and policies for implementation of successful program components.
 - Research the community's resources to provide employment options to meet varying skills of potential work force coupled with ability to earn a livable wage.
 - Identify area employers available for employment options relating to: higher education completion, high school completion, GED completion, trade school completion education, and on-the-job training/certification employment options.
 - Research federal/state incentive programs available to employers that offer employment opportunities to former foster youth (i.e. high school and/or GED educated).
- Develop targeted marketing materials to inform the community of the program.
 - Market the program to targeted audiences.
 - Develop community organization-specific marketing to identified employers.
 - Create a brochure, highlighting program components.
 - Include in marketing material employer incentive opportunities to hiring former foster youth.
- Develop an outreach plan to build partnerships with community organizations.
 - Research community career centers and employer partnerships already established.
 - Contact and set meeting appointments with area community career centers to introduce program and its benefits.
 - Research the websites for any area community career centers to determine if FosterAdopt Connect should be listed as a resource for employers to find potential employees.
 - Contact and set meeting appointments with area employers to determine hiring needs and educate on FosterAdopt Connect's matching potential.

- Develop an employer/employee matching system based on the former foster youth's skills and abilities, coupled with employer needs.
- Create internal policies and procedures regarding a matching system between clients and potential employers.
- Participate in database/excel training to maintain records as needed.
- Create and maintain a FosterAdopt Connect excel document to track client/employer matching.

Qualifications:

Bachelor's degree in Business, Marketing, or a human services related field. Qualified applicants need the ability to think strategically, ability to do community outreach, excellent verbal and written communication skills, ability to multitask and prioritize tasks, and knowledge of social media tools. Need access to reliable transportation.

Program Benefits:

Living Allowance, Choice of Education Award or End of Service Stipend, Training, Relocation Allowance, Education award upon successful completion of service, Health Coverage*

*For details about AmeriCorps VISTA healthcare benefits, please visit:

<http://www.vistacampus.gov/healthcare>

Terms:

Permits working at another job during off hours, Permits attendance at school during off hours, Car recommended

Contact: Danielle Tomasi daniellet@fosteradopt.org 417-450-4573

Service Opportunity Listing:

Are you interested in joining an innovative, out of the box thinking organization that improves the lives of youth? FosterAdopt Connect is seeking an Employment Navigation VISTA in Springfield, MO.

FosterAdopt Connect's mission is to provide foster and adoptive children a stable, loving, and nurturing family environment by providing support and advocacy for abused and neglected children and the families caring for them. Founded in 2000, FosterAdopt Connect has consistently met the needs of the foster/adoptive community providing programs and services that support and advocate for families. FosterAdopt Connect has been recognized locally, regionally and nationally by the child welfare community for its innovative and responsive programs and services. These services are designed to fill the gaps of the child welfare system. The Employment Navigation VISTA position would be involved in expanding our Community Connections Youth Project, a program serving foster youth who have aged out of care. Participating youth receive assistance in finding housing, jobs, healthcare coverage, crisis-intervention services, educational assistance, and other essential elements of independence and adulthood. This position is located in Springfield, Missouri.

The Employment Navigation VISTA performs duties related to community networking, marketing, public relations, and researching employment programs. The objectives for this position include: Assess the components of successful employment programs for former foster youth and develop and implement a plan for establishing the Employment Navigation Program at FosterAdopt Connect Springfield office. Develop targeted marketing materials to inform the community of the program. Develop an outreach plan to build partnerships with community organizations.

Former foster youth face a multitude of poor outcomes including higher rates of homelessness, unemployment, incarceration, and lower rates of high school graduation. As a result of this VISTA member's service, former foster youth will have more equitable employment and financial opportunities.

Qualifications: Bachelor's degree in Business, Marketing, or a human services related field. Qualified applicants need the ability to think strategically, ability to do community outreach, excellent verbal and written communication skills, ability to multitask and prioritize tasks, and knowledge of social media tools. Need access to reliable transportation.

Skills: Communications, community organization, public speaking, writing/editing, recruitment, teamwork, general skills