Economic Development AmeriCorps VISTA Volunteer
Position Description

Reports to: Economic Development Director

Application Deadline: April 21, 2017

Summary of Position

Detroit Shoreway Community Development Organization (DSCDO) is a non-profit 501(c)3 community development corporation that serves the Detroit Shoreway neighborhood, which stretches from West 45th – West 85th Streets, from Lake Erie to Interstate 90.

Detroit Shoreway is one of Cleveland’s coolest, most diverse neighborhoods along the North Coast. Gordon Square Arts District, the neighborhood’s downtown, has attracted more than 100 businesses since 2006. Meanwhile, new residents are moving in, more businesses are setting up shop, theaters are opening, the EcoVillage is blossoming, block clubs are growing and visitors are arriving. Less than two miles west from Downtown, this neighborhood is quickly becoming the place to live, work and play for all members of our community. However, much of the area continues to struggle with unemployment, commercial and residential vacancy, and the challenges of sustainable urban retail.

In partnership with DSCDO’s Economic Development Director, the Urban Economic Development VISTA will work towards DSCDO’s goals through:

• Meeting monthly with both the Detroit Avenue Merchants’ Association and the Lorain Avenue Merchants’ Association
• Strengthening neighborhood business districts by helping to grow Merchant Association participation, and by supporting and promoting Merchant Association initiatives
• Meeting one-on-one with neighborhood small businesses on an ongoing basis
• Learning about small business resources (such as those listed on the City of Cleveland Economic Development Department website) in order to connect neighborhood businesses to those resources
• Building partnership with a local partner agency in order to provide job readiness training opportunities to neighborhood residents
• Working with the neighborhood business community to establish a “hire local” pledge

NEEDED SKILLSET AND QUALIFICATIONS

• Bachelor’s degree (or equivalent work experience) in social work, urban studies, human services, non-profit administration, communications or related field
• Excellent writing and communication skills
• Proficiency in computer and web-based information technologies and in preparing written reports and business correspondence
• Able to build rapport and relationships in community, business and institutional settings.
• A commitment to personal and community empowerment
• Possess an entrepreneurial, creative, and solution-oriented approach to issues.
• Strong planning and organizational skills and the ability to think strategically in the design and execution of projects
• The ability to facilitate and engage with a diverse community and collaborate for effective solutions
• Ability to communicate and work with people of all racial, ethnic and income backgrounds
• Self-motivation and an ability to work toward objectives and ability to work independently
• Able to operate in a network-centric environment, one that values interdependence and a belief that all people have gifts and are valuable
• Belief in the principles of self-determination, social justice and equity; and that relationships and connections are essential building blocks for healthy communities

VISTA BENEFITS

MONTHLY LIVING ALLOWANCE
• Vistas will receive the cost of living in their area. This works out to be around $974 dollars before taxes. Federal taxes are taken out, but State taxes are not.
• Ohio CDC Association VISTAs are paid twice a month. The schedule is on the 15th day and the last day of the month.

TIME OFF
• 10 holidays
• 10 personal leave days
• 10 medical leave days

END OF SERVICE STIPEND – if not choosing education award
• Accrues at the rate of $125 per month for 12 month; total for 1 year of service is $1,500

EDUCATION AWARD – if not choosing end of service stipend
• This award is in the amount equivalent to the Federal Pell Grant, which is about $5,645
• There are two types of education benefits to members who choose the AmeriCorps Education Award:
  • An education award in the form of a voucher (it is not cash) that can be used to pay for higher education (degree or nondegree) or to repay eligible student loans
  • A postponement of payments on federal student loans during the time served in AmeriCorps VISTA (called a forbearance)

RELOCATION ALLOWANCE
• Members serving a 12-month term and moving from their home of record to their project site are eligible to receive a relocation allowance. The amount, which may not exceed $550

LIFE INSURANCE
• AmeriCorps VISTA members may purchase life insurance under a group policy with the Reliance Standard Insurance Company. Enrollment in the group plan is voluntary and takes place during Pre-Service Orientation

HEALTH CARE SUPPORT
• Coverage begins automatically on your first day of AmeriCorps VISTA Pre-Service Orientation and applies only to you. It does not extend to your spouse or other dependents. Coverage ends at midnight on the date of your termination as an AmeriCorps VISTA member or trainee.
• The AmeriCorps VISTA Health Benefits Program is not an insurance policy. You may continue your own private health insurance during your service.
CHILD CARE SUPPORT

• AmeriCorps VISTA offers child care benefits to members who qualify. The maximum amount of
  child care assistance a member can receive is $400 per child per month.
• Child Care Assistance is paid directly to the child care provider.
• Child Care Assistance paper can take a few months to process and for the benefits to start.
  Assistance will be retroactively paid to child care provider for the time it took to process
  paperwork once everything is processed.

Start Date is July 3rd, 2017.

Please apply via the AmeriCorps portal by going to http://www.americorps.gov/, clicking
on “Join AmeriCorps!”, choosing Ohio on the drop down list, and searching for the
“Detroit Shoreway VISTA” position. Also, please e-mail a cover letter stating your
interest and how you meet the stated position qualifications along with your resume as
soon as possible and by no later than April 21st, 2017 to:

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