

## AmeriCorps VISTA Position with Helping Mamas - Norcross

Helping Mamas is seeking five AmeriCorps VISTA members to be part of the Helping Mamas Atlanta Team in the following positions:

- Community Outreach and Education
- Resource Development
- Program Evaluation
- Youth Engagement
- Program Expansion/Mobile Unit

Helping Mamas is the baby supply bank of Georgia and East Tennessee. Diapers are as essential to a baby's healthy development as a mother's love. Keeping infants and toddlers clean, dry, and healthy is key to building a solid foundation for all children to reach their full potential. But one in three families struggles to provide clean diapers for their baby. To date, Helping Mamas has served over 300,000 children in need and has distributed over five million essential baby supplies to families living in poverty. In Atlanta alone, Helping Mamas works with over 150 partner agencies across the state to supply mothers in need with essential items like diapers, car seats, pack-n-plays, clothing, and hygiene items.

AmeriCorps VISTA (Volunteers In Service To America) is a unique opportunity to become a part of national service and build a network of movers and shakers committed to fighting poverty at a grassroots level.

### Qualifications

- Strong writing skills for partner communication and crafting of request letters
- Dynamic communication, public speaking, and relationship-building skills
- Advanced computer skills (Excel formulas, graphics, social media, expertise in MS Office Suite)
- Self-direction, motivation, and ability to manage projects independently, staying organized to meet deadlines
- Reliable transportation and flexible schedule with ability to attend evening and weekend events
- Enthusiastic, dynamic personality that inspires and motivates engagement
- A heart for children and desire to give to and grow with a community
- Bilingual – fluency in both English and Spanish, a plus

**Commitment:** 32 hours/week (core hours are 9:00 am – 4:00 pm, but this varies based on special events and projects, and is also flexible to accommodate schedules); VISTA members must fulfill a year-long commitment beginning in 2023.

**Compensation:** Living allowance of \$17,552 per year plus an education award of \$6,495. VISTA is much like a year of service and offers the opportunity for meaningful impact and personal growth.

**Location:** Norcross, Georgia

**Apply Now:** Interviews are currently in progress. To apply, please send resume and cover letter to [Careers@helpingmamas.org](mailto:Careers@helpingmamas.org). For more info about Helping Mamas, visit [www.helpingmamas.org](http://www.helpingmamas.org). All final candidates must also submit an application through the AmeriCorps VISTA national service website. For more information about AmeriCorps VISTA, visit: <http://www.nationalservice.gov/programs/ameriCorps/ameriCorps-vista>.

Community Outreach and Education:

- Create presentations covering issues facing women and children living in poverty and how Helping Mamas is working to address these issues
- Identify opportunities to conduct community outreach to raise awareness
- Identify volunteers willing to conduct community outreach and awareness
- Utilize social media to provide education and outreach
- Identify potential locations for donation drop-off sites

Resource Development:

- Identify potential local partner companies
- Create outreach materials that clearly define our mission and partnership opportunities
- Develop a strategy for engaging with new partners
- Develop a strategy for ongoing relationship management and growth
- Identify grant opportunities for support
- Create grant proposals and successful templates for grants

Program Evaluation:

- Conduct outreach with similar program across the country to determine what data they are collecting
- Create a program evaluation for partner agency social workers
- Help identify ways we can create evaluation data from program recipients.
- Collect a story bank of successful participants
- Create a program evaluation for volunteers
- Create a program evaluation for drop off location.

Youth Engagement Norcross, GA

- Identify key youth that would be willing to serve on a youth advisory council
- Create a youth advisory council job description
- Establish goals and mission of youth council
- Create opportunities for youth to become involved in our programming and events
- Create youth focused events for fundraising and education
- Create program evaluation for Youth Engagement

## Program Expansion/Mobile Unit

- Identify areas in Georgia we are not serving that need services
- Create a needs assessment to determine the biggest needs for that area in regards to baby supplies.
- Implement needs assessment
- Identify potential new partners to receive baby supplies and help us collect new supplies.
- Work with Resource Development VISTA on securing a mobile distribution center (i.e. a bus, van).