



**AmeriCorps Member
Service Opportunity
Full-Time Position
1700 hours in 10 months**



Trellis and Local Initiatives Support Corporation are seeking a full-time AmeriCorps member to serve as a Neighborhood Safety Coordinator. The candidate will ideally begin service on January 16, 2019 and serve a minimum of 1700 hours through the end of his/her term on October 16, 2019. The exact start and end date is confirmed by the Member Agreement of Participation. The individual selected to serve is not considered to be an employee of Trellis or LISC.

ORGANIZATION BACKGROUNDS

Trellis is dedicated to making stable homes and communities possible by educating, building and lending. Our vision is for an Arizona where everyone has a place to call HOME. For over 43 years Trellis has been helping hard-working families realize the dream of affordable homeownership. Since 1975, Trellis has been working to revitalize Maricopa County neighborhoods by providing homeownership opportunities to low-and-moderate income families. We firmly believe that homeownership is key in developing a family's pride and interest in their community. This pride of ownership is necessary for maintaining viable schools, thriving businesses and healthy neighborhoods. Through housing counseling, financial literacy classes and coaching, homebuyer education, mortgage loan services, affordable home development and rehab and neighborhood revitalization Trellis provides the knowledge and the tools to make dreams come true. Visit us at www.trellisaz.org

With residents and partners, LISC forges resilient and inclusive communities of opportunity across America – great places to live, work, visit, do business and raise families. Over the last 38 years, LISC and its affiliates have invested approximately \$20 billion in businesses, affordable housing, health, educational mobility, community and recreational facilities, public safety, employment and other projects that help to revitalize and stabilize underinvested communities. These investments have leveraged more than \$50 billion in development activity and helped families and communities raise their standards of living. LISC investments impact the lives of nearly 7 million Americans. Headquartered in New York City, LISC's reach spans the country from East coast to West coast in 31 markets with offices extending from Buffalo to San Francisco. Our rural programs make an impact in 44 states, and are supported by LISC's talented and dedicated workforce. Visit us at www.lisc.org

AMERICORPS MEMBER ACTIVITIES AND RESPONSIBILITIES

The Neighborhood Safety Coordinator will assist in the implementation of the overall McDowell Road Strategic Opportunities along the McDowell Road commercial corridor as well as serve as lead organizer for the community building teams for our triennial survey of the Garfield Neighborhood where we have actively been pursuing various community development initiatives for the last 20 years. The Neighborhood Safety Coordinator will also assist in the convening and facilitation of a series of public meetings with diverse stakeholders focusing on security in three forms: alternative forms of security, equitable engagement, and increasing public trust. Through this work, the Neighborhood Safety Coordinator will help us learn more about the local impact, neighborhood change, sense of place, safety and how we aid in empowering communities.

Additionally, the Neighborhood Safety Coordinator will assist with consultants that have been retained with a LISC Safety Grant to assist in the south Phoenix community bringing together residents, police and private security into critical conversation to create more equitable and transparent security systems for public

MEMBER SIGNATURE: _____
LISC PD APPROVAL (date): srapp approved 12.11.18
V. YR24 2018- 2019

transportation along the south Phoenix light rail line. In recent months, Phoenix-based community organizations have shared growing concerns about officer-related shootings and increased incarceration in Phoenix, Arizona. Many organizations, namely from marginalized communities, have identified an exponential increase in officer-related shooting and deaths in 2018. As the south Phoenix light rail expansion continues into south Phoenix, residents fear that increased policing and enforcement will lead to more officer-related deaths and increases in incarceration of Black and Brown residents.

DUTIES AND RESPONSIBILITIES

- Assist in the inventory existing businesses and assess their needs.
- Managing referrals/inquiries from potential businesses.
- Assist in maintaining the vacant properties database. Track property owners' interest in selling or developing property with the understanding that these properties are magnets for crime.
- Assess progress of pending corridor development projects and if needed, provide technical assistance.
- Assist in the design, print and distribute educational and promotional safety from displacement brochures for businesses.
- Participate in and help to coordinate and execute special events along the corridor and coordinate business participation in other events.
- Recruit, and train volunteers to work on projects that advance community safety, and maintain the volunteer database.
- Prepare physical observation and data collection plan in our targeted neighborhood.
- Administer (with the assistance of volunteers) resident surveys.
- Assist in conducting neighborhood block observations.
- Acquiring, assessing, and summarizing information about the various neighborhoods along the corridor.
- Participate in community meetings.
- Assist with the research, reporting, and data collection of neighborhood safety indicators.
- Assist with the research on initiatives around safety land use, and displacement.
- Prepare a report that documents community safety impact in our targeted neighborhood using measure indicators.

PERFORMANCE, CAREER DEVELOPMENT, AND SERVICE REQUIREMENTS

This is an AmeriCorps position. LISC and Trellis will not allow the member to engage in activities that are considered prohibited under the terms of the grant while serving as a LISC AmeriCorps member.

Members will be provided with goal(s) at the onset of the service assignment based on the activities and responsibilities noted above. Members will track goal attainment monthly through an on-line system (training provided). Members will also discuss professional performance in the form of a mid-term and final appraisal. Members are required to track time and submit on-line (training provided) timesheets twice per month.

Members will perform day to day service at Trellis and serve a minimum of 40-42 hours per week. Normal service hours are Monday – Friday from 8:00 am – 5:00 pm with 30 minutes for lunch per day. There will be opportunities to serve evenings and weekends.

Members will have an immediate supervisor and a local LISC supervisor throughout the term of service as identified by LISC and Trellis.

Members are expected to attend and participate in all LISC AmeriCorps sponsored activities including but not limited to:

- Attending a local onboarding session coordinated by LISC and an onsite orientation to our organization;

- Attending a national leadership conference tentatively scheduled for March 2019;
- Attending all locally sponsored monthly meetings;
- Participating in nationally sponsored webinars;
- Actively participating in at least two team coordinated service projects (one for Dr. Martin Luther King, Jr. Day of Service and one for National AmeriCorps Week);
- Engaging in any other LISC events as determined by the local LISC office; and
- Advancing communication efforts around his/her member activities by liaising with Trellis and LISC staff to develop blog posts, social media outreach, etc.

DESIRED SKILLS

- Desire and ability to work with a diverse group of people, particularly those living in low-income distressed neighborhoods
- Ability to work independently and in a team environment
- Computer skills
- Good written and oral communication skills
- Ability to work a flexible schedule (some night and weekends may be required)

PROGRAM ELIGIBILITY REQUIREMENTS

To be eligible to participate as a LISC AmeriCorps member the candidate must meet all eligibility requirements to serve as a National Service participant including but not limited to:

- Be eligible to earn 100% of the education award associated with this description
- Be eligible to perform the term of national service associated with this description
- Have unexpired proof of status as a US citizen or possess unexpired permanent resident status and be able to provide documentation as determined by CNCS during the pre-enrollment period
- Possess a high school degree, GED certificate or agree to achieve GED during the term of service
- Be at least 17 years of age (note there is no upper age limit)
- Be able to complete at the hours within the timeframe of the service term and serve the full term

NATIONAL SERVICE CRIMINAL HISTORY SEARCH REQUIREMENT

If a candidate has a criminal record, it does not necessarily make a candidate ineligible for service. Only candidates who are subject to registry on the National Sex Offender Public Website or have been convicted of murder may not participate as an AmeriCorps member. Only candidates being offered and then accepting the position must consent to a search of the National Sex Offender Public Website, a State Level Criminal History Search and an FBI search. Consent is provided via the LISC AmeriCorps application. Candidates must be cleared by CNCS prior to the first day of service.

PROGRAM BENEFITS

Upon successful completion of the term of service, the member will be eligible for a \$5,920 education award to pay off existing, eligible student loans or return to school. Members are eligible to place existing student loans (loans must qualify and not in a state of default) into AmeriCorps forbearance. The position pays a total stipend of \$17,000. The stipend is taxable and paid in 20 equal checks twice a month from LISC. Direct deposit is required. A health care benefit is available for the participant only (dependents are not eligible). For members with children under the age of 13, there is a child care subsidy benefit available which is dependent on the participant meeting all eligibility requirements (This benefit is administered by a contracted provider via the Corporation for National and Community Service).

Additional benefits for alums can be found here: <https://www.nationalservice.gov/special-initiatives/employers-national-service/alumni> and information on Public Service Loan Forgiveness can be found here: <https://studentaid.ed.gov/sa/repay-loans/forgiveness-cancellation/public-service>.

HOW TO APPLY:

Candidates should submit resumes to Ramona Aceves at Trellis, raceves@trellisaz.org.

We are committed to diversity and inclusion in the selection process.

This program is available to all, and we treat all persons without regard to race, color, religion, creed, gender, sexual orientation, gender identity, national origin, ancestry, citizenship status, age, marital status, veteran status, disability, genetic information, or any other characteristic or status protected by applicable federal, state or local law.