



## **Alpine Achievers Initiative Program Development Associate VISTA**

**Alpine Achievers Initiative (AAI)**, headquartered in Salida, Colorado, supports the positive development of youth and young adults by lifting them through academic achievement and grounding them in their wilderness heritage. AAI operates with the support of a team of AmeriCorps members in the San Luis Valley of southern Colorado. AAI was founded as an official non-profit in February 2016 although it has been operating as an independent program since 2013.

**Hours per week:** 40 hours per week

**Reports to:** Executive Director (AAI)

**Major Responsibilities:** The Program Development Associate VISTA will support the development of out of school programs and policies for youth throughout the county to support positive development of youth and young adults.

- Outreach and Volunteers: Recruit community volunteers and coordinate outreach events.
- Marketing and Communications: Develop social media marketing plans and website development as well as brochures, parenting resources, and toolkits as needed.
- Data Coordination/Prepared to Learn Initiative: Coordinate distribution and collection of demographic and attendance data from out of school programs. Prepare reports and assist with dissemination of data collection results.
- Program Coordination: Work with schools to support year-round out of school programs that are responsive to three school district's academic calendars, and accessible to youth and families throughout the county.
- Out of School Program Policy Development: Work with AAI staff to develop OST program manuals that reflect the organizational policies that promote the well-being and safety of program participants.

**Qualifications:**

- Minimum Age: 21
- A Bachelor's Degree
- Clean criminal record and driving background – all members must pass a background check
- Reliable vehicle, car insurance & driver's license strongly recommended
- Must be able to lift up to 50 pounds

**Time Commitment:** This is a full-time position requiring approximately 40 hours/week. This position requires flexible hours, and may include occasional evening and weekend commitments.

**Service Term:** June 2017 – May 2018

**Location:** This position is based at Alpine Achievers Initiative Administrative Office, 214 Jones Ave, Salida, CO 81201.

**AmeriCorps VISTA:** This position will be filled by an AmeriCorps\*VISTA member. To qualify for AmeriCorps\*VISTA, you must be a U.S. citizen, U.S. national, or lawful permanent resident, be team-oriented, and be willing to take on a wide range of challenges. Once chosen for this position, if not already a VISTA member, you must go through the necessary paperwork to become a VISTA member. For more information, please visit: [http://www.americorps.gov/for\\_individuals/choose/vista.asp](http://www.americorps.gov/for_individuals/choose/vista.asp)

**Program Benefits:** Childcare assistance if eligible, Choice of Education Award (\$5,815) or End of Service Stipend (\$1,500) upon successful completion of service, Health Coverage, Relocation Assistance, Living Allowance (\$990/month), Professional Development

**Application Requirements:** Please submit a resume and cover letter. Interviews will take place in mid-April and early May. Submitting an application early in the timeframe will be advantageous. To apply, please visit: <https://my.americorps.gov/mp/listing/search.do?&criteria.programState=CO> and complete a full application through AmeriCorps VISTA. Please contact Hannah Hostak at [hostak@crcamerica.org](mailto:hostak@crcamerica.org) if you have any questions on how to apply.

**Community Resource Center:** This AmeriCorps VISTA position is managed through the **Rural Capacity Building VISTA Project** of the Community Resource Center (CRC). CRC provides this resource to its partners in rural communities, and manages the recruitment, orientation, and reporting required for VISTA members. La Plata Youth Services serves as a sub-site of the Project, and will provide project and on-site supervision of the Outreach and Program Associate.

**For More Information**

Alpine Achievers Initiative:

[www.alpineachievers.org](http://www.alpineachievers.org)

Community Resource Center:

[www.crcamerica.org](http://www.crcamerica.org)

This Program is available to all without regard to race, color, national origin, disability, age, sex, political affiliation, or religion.

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