



CAC AmeriCorps

Position Description

Volunteer Recruitment Leader



Dates of Service: January 19th, 2021 – January 18th, 2022

Partner: Florence Crittenton Agency

Location of Service: 1531 Dick Lonas Rd, Knoxville, TN 37909

Supervisor: Chris Bratta

About CAC AmeriCorps:

Established in 1994, CAC AmeriCorps is a national service program that combines elements of traditional conservation practice with community action that informs our work and places it in the broader context of the region. CAC AmeriCorps members serve to improve public lands, streams and greenways, educate the public, meet immediate human needs, eliminate barriers to employment, contribute to healthier lifestyles, and build volunteer capacity to enhance the ability of our partners to get things done. We are committed to human and environmental justice in our communities through enduring acts of service.

About Florence Crittenton Agency: <http://www.fcaknox.org/>

The Florence Crittenton Agency operates residential and outpatient treatment programs on its 26-acre Knoxville campus, and has more than four decades of experience providing outreach programs in conjunction with schools, court systems, and other community partners. We provide a range of programs and services to the community, organized into four broad categories – Mental Health, Substance Abuse, Foster Care, and Out-Patient.

Position Summary:

The goal of the project is to support programs for youth in State custody who are in the Florence Crittenton Agency's residential treatment facilities. These youth are often low-income, have suffered from prolonged adverse childhood trauma and have been placed at FCA due to substance abuse, mental health problems, family neglect, etc. By supporting these programs, the Florence Crittenton Agency will be better suited to provide services that foster positive life-long changes for their clients, making it significantly less likely they will fall into addiction, poverty, or abusive situations in their adult lives.

Member activities will include evaluating programs and services for improvements, building partnerships with outside entities, and increasing awareness of their foster care program. Members will gain experience in program evaluation, research, database creation, networking, and social media skills including web analytics.

Minimum Qualifications:

Education: Bachelor's Degree Preferred

Position Requirements:

- Proficiency with Microsoft Office products

- Strong research and writing skills
- Strong skills in data collection and management
- Ability to work with diverse populations

Member Benefits Include:

- A modest living allowance of \$12,490.30, or, \$479.08 bi-weekly (pre-tax), paid over 52 weeks
- Choice of an Education Award of \$6,195, that can be applied to student loans and/or future education expenses, or an End-of-Service Cash Stipend of \$1,800
- A one year End-of-Service Non-Competitive Eligibility for employment in the federal government.
- Healthcare benefits
- Child Care Reimbursement
- May be eligible for Supplemental Nutrition Assistance Program (SNAP). In-house SNAP benefits specialist available to provide assistance in determining eligibility
- May be eligible for utility bill assistance. In house specialists are available to provide assistance with determining eligibility
- Staff assistance with identifying housing. Housing, inclusive of utilities, is generally between \$300-\$450 in a shared house/apartment scenario
- Professional development and networking opportunities
- Click [HERE](#) to see full list of AmeriCorps VISTA benefits
- Through partnership with Carson-Newman University, members are eligible for a 20% discount on tuition for Carson-Newman’s online Masters in Business Administration – Non-Profit Management degree. With discount, two years of service and 2 Education awards cover the tuition for the MBA.

Equity and Inclusion:

The Knoxville-Knox County Community Action Committee (CAC) is an Equal Opportunity Employer and will take action to ensure that employees are treated equally without regard to race, color, national origin, sex, age, handicap, cultural or religious convictions. CAC AmeriCorps provides reasonable accommodations to applicants and employees. Applicants with disabilities may request reasonable accommodation at any point in the employment process.

