



CATHERINE
McAULEY
CENTER

Communications & Outreach AmeriCorps VISTA

Are you a strong writer and organizer passionate about helping underserved communities? Gain professional experience raising awareness of issues impacting women, refugees, and immigrants and help promote a welcoming community in Eastern Iowa! The Communications & Outreach VISTA will work with staff and the community to develop communications pieces, spearhead advocacy projects, and inspire community engagement in activities relating to CMC's mission.

Responsibilities:

- Produce and optimize monthly e-newsletter, social media, and blog posts
- Identify and implement schedule for regularly updating web content
- Work with Advocacy Advisory Committee to identify opportunities to raise community awareness
- Plan and coordinate awareness-raising and community outreach events
- Engage volunteers wherever appropriate
- Establish benchmarks and develop format for reporting and evaluating campaign outcomes
- Perform other duties as requested/ assigned

Skills:

- Excellent writing skills
- Problem solving, big picture thinking
- Ability to organize and lead projects
- Willingness to perform outreach

Schedule:

- 12-month contract
- Full-time, weekdays, occasional night or weekend may be required.

Benefits:

- \$13,399.15 Living stipend
- \$6,345 Education award with student loan forbearance OR \$1,800 post-service stipend
- Health care benefit, childcare benefit
- Professional development & networking opportunities,
- 1-year non-competitive status for federal government jobs