



CATHERINE
McAULEY
CENTER

Resource Navigation AmeriCorps

Are you interested in serving the refugee and immigrant community? Help connect clients with resources that meet their needs and build stability! This AmeriCorps member will work with clients, the community, staff, and volunteers to provide crucial services to clients.

Responsibilities:

- Perform client intakes, coordinate interpretation, and provide basic services or referrals
- Conduct needs assessments to determine needs for future appointments, schedule follow-up
- Train, coordinate, and support Mail Clinic volunteers, who address basic client needs with translating mail
- Strategize and conduct client awareness campaigns to increase utilization of the Mail Clinic
- Ensure accurate recordkeeping
- Perform other duties as requested/ assigned

Skills:

- Excellent communication and organizational skills
- Problem solving, big picture thinking
- Must be at least 21 and pass driver screening
- Spanish, Swahili, French, Kirundi, Lingala, Dari, or Pashto ability a bonus

Schedule:

- Full-time, some nights and occasional weekends may be required.
- Service period: 1,200 total hours over 36 weeks (start dates beginning in September)

Benefits:

- \$13,554 pre-tax living stipend, split up and paid out every two weeks
- \$4,546.50 education award upon successful completion of service
- Qualifying student loan forbearance, healthcare benefit, childcare benefit