



Catholic Charities Worcester County
AMERICORPS NEW AMERICAN INTEGRATION PROGRAM

The **NEW AMERICAN INTEGRATION PROGRAM (NAIP)** is an AmeriCorps program administered by the MIRA Coalition, in partnership with English for New Bostonians. Up to 30 NAIP members will be placed at various community-based organizations across Massachusetts to address barriers to economic empowerment among immigrants and refugees by focusing their service on job readiness training (including ESOL instruction) and/or citizenship services (including application assistance and civics instruction). Additional add-on services include volunteer coordinator and community service support.

ABOUT Catholic Charities Worcester County: Catholic Charities is committed to meeting the needs of the poor, the homeless and the infirm and to enhancing the quality of life for all. It is committed to strengthening families and to serving individuals in need, regardless of racial, ethnic, cultural or religious origins, ability to pay, or mental, physical or developmental challenges. Catholic Charities believes that every person has the right to life, housing, food, shelter, clothing, and health care, and that all should be enabled to participate in the decisions that vitally affect them.

SERVICE POSITION TITLE: Citizenship Program Coordinator/ESL Instructor

SERVICE DESCRIPTION: The AmeriCorps member will increase capacity of the citizenship program through the provision of outreach, orientation, case management, volunteer coordination, and ESOL instruction & curriculum development. As one of the first NAIP members to be hosted at Catholic Charities Worcester County, this member's role will also involve building systems to increase efficiency for the provision of these services.

SERVICE LOCATION: Worcester

SERVICE SCHEDULE: M-F 9-5 with occasional evenings and Saturdays. Members commit to full-time service from March 6, 2019 through Aug 30, 2019.

ESSENTIAL RESPONSIBILITIES:

- Outreach, recruitment, orientation and case management of program participants
- Volunteer recruitment, coordination and supervision
- ESOL/Civics teaching and curriculum development
- Create systems to increase efficiency for the services described above
- Travel at least once/month for NAIP member meetings;
- Make a full-time, 6-month commitment

MARGINAL RESPONSIBILITIES:

- Contribute to a final group project with your fellow NAIP AmeriCorps members to benefit the larger immigrant and refugee community of Massachusetts



QUALIFICATIONS

- Ability to read, write, understand and communicate in English
- Bilingual in Spanish, Portuguese or another language is preferred, but not required
- Excellent organizational and communication skills
- Interest in and commitment to national and community service
- Experience working with diverse populations
- High school diploma or GED equivalent
- 17 years of age or older
- Must be a US Citizen, US National or Legal Permanent Resident
- Must be willing to undergo a National Service Criminal History Check, including screenings through the National Sex Offender Public Website, a name-based search of the statewide criminal history registry both in Massachusetts and your state of residence upon application to our program, and a fingerprint-based FBI check

BENEFITS

- Living Allowance of approximately \$572 every two weeks, before taxes
- Loan forbearance and a Segal Education Award of \$2,960 upon completion of service
- Health Coverage
- Child Care Assistance
- Expert training in Teaching ESOL, Citizenship Assistance, and Job Readiness Instruction

NAIP NOTICE OF NON-DISCRIMINATION

NAIP does not discriminate on the basis of race, creed, color, national origin, ability, gender, secular preference, sexual orientation, marital status, age, political affiliation or religion, in accordance with the non-discrimination requirements of applicable statutes. NAIP is committed to supporting individuals with disabilities to serve as AmeriCorps members.

HOW TO APPLY

Submit your online application and resume here: <https://miracoalition.kindful.com/register/serve-naip>

NAIP will review member applications on a rolling basis until all positions are filled. For priority consideration, we encourage you to submit your application before January 31, 2019.

Please note that if not selected for this position, you may still be considered for placements at other host sites.

For any questions regarding NAIP AmeriCorps, please e-mail: naip@miracoalition.org

