



“Connecting refugees and new immigrants to the resources they need to establish roots, build community, and become self-sufficient.”

POSITION TITLE: Economic Empowerment AmeriCorps Member	
Type of Service: Direct and Indirect	Program: Client Engagement- Newcomer Navigation + Education
<p>Connection to Mission: ReEstablish Richmond’s mission is to connect refugees and new immigrants to the resources they need to establish roots, build community, and become self-sufficient. The Economic Empowerment AmeriCorps member will walk alongside our clients, connecting them to resources that will help them achieve their economic goals and participate in our program initiatives.</p>	
<p>Location of Job: You will have access to our office located at 2705 Park Ave, Richmond, VA, 23230. You will also be expected to work out in the community with our community partners and in client homes as needed. AmeriCorps members are expected to be working onsite or supervised during their year of service.</p>	<p>Start Date: September 2024 Time Commitment: 40 hours a week. Must be available for events on nights/weekends. Must complete 1700 hours in your year of service to qualify for educational stipends. Duration: 1 year Stipend: \$28,800.00, paid bi-weekly + Benefits + Education Credit</p>
<p>Scope of Service The Economic Empowerment AmeriCorps Member is a one-year position responsible for supporting programming designed to accompany our clients as they work towards their educational, economic, financial, transportation independence, and vocational goals. Working on the Newcomer Navigation team, you will provide 1:1 navigation support directly to newcomers to help them become transportation independent, strengthen their financial literacy skills, and connect to resources in their community that support their economic self-sufficiency. You will work under the direct supervision of the Director of Client Engagement, Helen Rai.</p> <p><i>Proposed activities will be supported, in part, with federal funds from the AmeriCorps State program sub-granted through the Commonwealth of Virginia, Virginia Department of Social Services. Activities are contingent upon funding availability and award from AmeriCorps.</i></p> <p>Responsibilities:</p> <ul style="list-style-type: none"> • Under the guidance of a social worker, assess client needs and goals through a full intake assessment. • Help clients establish a plan for goal-attainment based on the intake. • Match clients with trained volunteers who will work alongside the client to meet established goals. • Follow up with clients to assess access to resources or goal. 	



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- Weekly check-ins with program director.
- Work closely with the Transportation Independence team to support program delivery by: conducting *How to get a Driver’s licenses in Virginia Workshops*, providing navigation support at the DMV, and helping to connect clients to certified driving schools.
- Provide ongoing support to the Client Engagement Coordinators who provide 1:1 navigation support, focusing on clients with goals related to economic self-sufficiency.

AmeriCorps Requirements:

- Must be a U.S. Citizen or Lawful Permanent Resident (LPR) authorized to work in the U.S.
- Must be at least 18 years old
- Must commit to one full term of service
- Must be high school graduate, GED recipient, or working toward attaining a high school diploma / GED during their term of service
- Must complete a National Service Criminal History check

ReEstablish Richmond Expectations:

- Driver’s license and a reliable vehicle
- Excellent written and verbal communication
- Confident when presenting in front of individuals and large groups
- Proficiency working across different systems such as G-Suite, Office 365, Squarespace, volunteer database
- Strong project management and event planning skills
- Flexible and willing to learn new things
- Ability to connect with others and forge strong relationships
- Ability to work independently as well as on a team
- Share our commitment to our mission and to our values of welcome, equity + justice, empowerment + self-determination, community, respect for human dignity + worth, authenticity, collaboration, integrity, and flexibility (<https://www.reestablishrichmond.org/our-values>)
- Comfort working with clients from diverse cultures

Steps to apply:

1. Complete the interest form located at: www.reestablishrichmond.org/amicorps
2. Upload a copy of your resume and a cover letter to the folder linked to the interest form.



ReEstablish Richmond
Economic Empowerment AmeriCorps Member



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3. Qualified candidates will be notified for a phone call or interview by the end of June.

Website: www.reestablishrichmond.org