



Service Announcement: Program Assistant
LISC AmeriCorps Member: Aurora St. Anthony Neighborhood Development Corporation

The Local Initiatives Support Corporation (LISC) is dedicated to helping community residents transform neighborhoods into healthy and sustainable communities of choice and opportunity — good places to work, do business and raise children. LISC combines corporate, government and philanthropic resources to help community-based organizations revitalize neighborhoods. Since 1980, LISC has invested more than \$9.7 billion that has leveraged an additional \$31.3 billion to build or rehabilitate 271,000 affordable homes and develop 40 million square feet of retail, community and educational space nationwide in efforts to Build Sustainable Communities. This strategy extends to the LISC AmeriCorps program where we support placing AmeriCorps Members with local non-profit partners to assist in local efforts to revitalize neighborhoods across the country, creating vibrant places for people to live, work, and play. LISC's AmeriCorps program seeks to attract talented individuals to serve for one year to help build organizational capacity. This is an excellent opportunity to gain experience and begin a career in the Community Development field.

The **Aurora St. Anthony Neighborhood Development Corporation (ASANDC)**, established in 1980, aims to address neighborhood quality of life issues, advocacy, organizing and community economic and housing development in St. Paul's Ward One neighborhoods of Aurora S. Anthony, Summit-University, and Frogtown. The organization's mission is to foster positive relationships within and between neighborhoods, and to support its community members in effecting their choices relative to the quality of life in their neighborhoods. ASANDC's work is accomplished through comprehensive approaches of partnerships, coordination of both resident involvement and leadership, and collaborative efforts of residents, organizations, and public and private involvement.

AmeriCorps Member Activities

The AmeriCorps member working with the **Aurora St. Anthony Neighborhood Development Corporation (ASANDC)** will serve as a **Program Assistant** and will work on a variety of initiatives and projects, including:

- Developing resident leaders through ASANDC's Power of One Plus One Program (PO1+1), a program that aims to increase the level of engagement of community residents. The program provides training to residents and helps them develop the necessary skills, knowledge, ability and power to decide the direction of their neighborhood.
- Assisting with the project management of the Frogtown Rondo Action Network, a collaborative of ten non-profit organizations working to ensure that community residents in the Old Rondo and Frogtown neighborhoods achieve long-term stability and well-being. In this role, the AmeriCorps member will support the development and implementation of specific strategies identified by FRAN; participate in community meetings, events and other public forums; and maintain cooperation and participation with collaborating groups.
- Other duties as assigned.

Minimum Qualifications

- ◆ High school degree, GED certificate or agree to achieve GED within the year
- ◆ Minimum of 17 years of age, US citizen or permanent resident status
- ◆ Desire and ability to work with a diverse group of people
- ◆ Ability to work independently and in a team environment
- ◆ Computer skills
- ◆ Good written and oral communication skills
- ◆ Ability to work a flexible schedule (some night and weekends may be required)

Preferred Qualifications

- ◆ Ability to communicate effectively in person, on the phone, and in writing with a wide range of people
- ◆ Strong work ethic and attention to detail
- ◆ A positive, creative and engaging work style
- ◆ Sensitivity to racial, ethnic and class differences among people with whom he/she will work
- ◆ Familiarity with the area is helpful but not required.

Member Benefits

Full time members are required to serve for a minimum of 1,700 hours and a full year at ASANDC. Members will attend a national orientation the week of October 23-27 and monthly meetings and trainings hosted by the Twin Cities LISC office. ASANDC will also make additional training opportunities available. Members will earn a stipend of \$18,000 and are eligible to participate in the AmeriCorps health insurance program and may apply for childcare benefits. Upon successful completion of the service year, members will be eligible for a \$5,350 education award to pay off existing student loans or return to school.

Deadline to apply: August 8, 2010

For more information on Twin Cities LISC, visit www.tclisc.org

For more information on ASANDC, visit www.aurorastanthonny.org

For more information on FRAN, visit <http://aurora.newsletterpartnership.net/>

To apply, please email a cover letter and resume to Chris Wiger at cwiger@lisc.org or mail to:

Chris Wiger
Twin Cities LISC
570 Asbury St., Suite 207
St. Paul, MN 55104

LISC and ASANDC promote equal opportunity in selecting AmeriCorps members. We are committed to diversity and inclusion in the selection process.