



**Position:** National VISTA Leader  
**Organization:** After School All-Stars  
**Location:** Chicago, Los Angeles, or Washington DC



#### **ORGANIZATION BACKGROUND:**

Founded in 1992, [After-School All-Stars](#) provides free, daily afterschool programs to over 84,000 youth in over 450 school sites in 19 chapters across the U.S. Our vision is for our All Stars to be safe and healthy, to graduate high school and go on to college, to find a career they love, and to give back to their communities.

#### **A UNIQUE OPPORTUNITY:**

The [AmeriCorps VISTA](#) Leader will play a critical role in ensuring successful implementation of ASAS' national AmeriCorps VISTA grant that includes 17 Members across the national office and eight chapters.

A successful candidate will be detail-oriented, innovative, personable, and eager to work in a collaborative environment. In this role the VISTA Leader will learn about the daily operations of a large, complex non-profit, reporting directly to the Senior Government Grants Manager & Chapter Liaison. This is a unique opportunity to support the recruitment, on-boarding, and on-going professional development of the ASAS VISTA co-hort.

Specific duties will include supporting outreach and screening applicants for VISTA positions within ASAS; identifying professional development resources and opportunities for peer-to-peer learning; coordinating monthly VISTA member meetings; and supporting VISTA Members with reporting needs and crafting sustainability manuals.

#### **SPECIFIC RESPONSIBILITIES:**

- Assist in screening applicants, setting up interviews, and participating in interviews.
- Provide support for member orientation by gathering materials, drafting agendas, securing presenters/facilitators, etc.
- Train VISTA members on the organization's reporting requirements and assist with reporting needs.
- Guide VISTA members in creating their own sustainability manuals to help future members with continuing project implementation.
- Suggest changes to the program based on challenges and successes VISTA members have experienced.

#### **APPLICANT REQUIREMENTS:**

The successful candidate will be detail-oriented and an innovator with strong leadership, organizational, management and communication skills. The National VISTA Leader should exemplify ASAS's core values: *entrepreneurial, proactive, transparent, collaborative, and accountable*.

- Successful completion of one year of full-time service with AmeriCorps or Peace Corps
- High school graduate or GED completion required
- There are no requirements for post-secondary education or non-profit experience in this role, but candidates with relevant skills are encouraged to share their vision of how they will support the organization.
- Ability to communicate effectively and demonstrate sensitivity to others
- Familiarity and experience with diverse populations, culture competencies, and youth principles are strongly desired
- Must clear FBI and BCI checks



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#### **BENEFITS:**

VISTA Members receive the following [benefits set by AmeriCorps](#): a modest bi-weekly allowance, healthcare coverage, and childcare assistance, if eligible. After successful service year completion, the VISTA Member also receives non-competitive eligibility for federal positions and a choice between a Segal Education Award (valued at approximately \$6,895) or a \$3,000 cash stipend.

ASAS is an equal opportunity employer and candidates of diverse backgrounds are encouraged to apply.

#### **HOW TO APPLY FOR THE ROLE:**

Please submit an application through the AmeriCorps website; only applications submitted through [this website](#) will be considered. If you need assistance accessing the application, please email [margarita@afterschoolallstars.org](mailto:margarita@afterschoolallstars.org) and include "National VISTA Leader" in the subject line.

#### **LEARN MORE ABOUT AFTER SCHOOL ALL-STARS:**

To learn more about ASAS, please visit our website: [www.afterschoolallstars.org](http://www.afterschoolallstars.org)