



**Position:** Cleveland Marketing and Fundraising VISTA

**Organization:** After-School All-Stars

**Location:** Brook Park, OH

#### **ORGANIZATION BACKGROUND:**

Founded in 1992, After-School All-Stars provides free, daily afterschool programs to over 140,000 youth in over 725 schools and other sites in 19 chapters across the U.S. Offering comprehensive, school-based programs that combine academic, enrichment, career exploration, and health and fitness activities, ASAS empowers students, works to close the achievement and opportunity gaps, and prepares students to succeed in both school and life.

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

ASAS Cleveland is seeking an [AmeriCorps VISTA](#) member to support our fundraising and marketing efforts. A strong candidate will have a familiarity with social media content development and a passion for serving youth in Cleveland's under-resourced communities. The successful candidate will also be personable, resourceful, and have a willingness to work in a collaborative, diverse environment. The VISTA member will contribute to the success of the chapter's community engagement and fundraising events. Specific duties will include monitoring social media engagement and strategizing with ASAS Cleveland to build a larger local and regional profile; creating templates for the wide range of forms needed to recruit, thank, and maintain engagement with donors and prospects; and putting in place a plan to build the chapter's volunteer engagement operations.

#### **SPECIFIC RESPONSIBILITIES:**

- Support the Development & Marketing Assistant (DMA) with developing a marketing plan for ASAS Cleveland programming, fundraising and special events
- Refine the process ASAS Cleveland uses to attract, thank, and continue to engage donors and event participants
- Support the DMA in building a volunteer engagement plan for upcoming fundraising and special events
- Assist with creating donation request templates for fundraising and special events
- Assist with creating tax acknowledgment template letters for fundraising and special events

#### **APPLICANT REQUIREMENTS:**

ASAS is seeking a self-motivated candidate with excellent communication and organizational skills and a particular interest in the fields of youth development, education, and/or community outreach. A successful candidate will also embody ASAS' core values: entrepreneurial, proactive, transparent, collaborative, and accountable.

- 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
- Must meet [AmeriCorps' eligibility criteria](#): "hold one of the following citizenship or legal residency statuses: US citizen, US National, Lawful Permanent Resident (i.e. Green Card status), and persons legally residing within a state"



**Position:** Cleveland Marketing and Fundraising VISTA

**Organization:** After-School All-Stars

**Location:** Brook Park, OH

#### **BENEFITS:**

VISTA Members receive the following [benefits set by AmeriCorps](#): a modest annual allowance of \$17,550, 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 \$1,800 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 "Cleveland VISTA" 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)