



## 2GEN COORDINATOR - AMERICORPS VISTA INTERN (PAID INTERNSHIP)

**Program Name:** St. Mary of Celle Family Strengthening Center –

**Service Area:** Child, Youth and Family Services

**Program Location:** 1448 Wesley Ave, Berwyn, IL 60402

### **Program Description:**

The St. Mary of Celle Family Strengthening Center uses a two-generation approach to improve outcomes for the whole family by promoting an individual's intellectual, emotional, and physical wellbeing via a robust array of classes and special programs. The FSC primarily serves low-income, Latinx immigrants who need a safe space to connect with community members, and access free services to build their professional skills, connect with medical professionals, participate in support groups, and engage in cultural and enrichment activities.

### **Responsibilities of Intern:**

The VISTA will help us connect with additional partners, build our volunteer and intern base, develop new programs, and engage the community to ensure services meet patrons' needs.

**Special skills required/desired:** Communications, Public Speaking, Recruitment, Volunteer Management, Teamwork

### **Learning Objectives:**

1. **Partnership Development/Community Engagement:** Develop new partnerships to bring additional programming and resources to the center.
2. **Volunteer Management/Recruitment:** Engage community volunteers and interns who are interested in leading recreational or enrichment programs, and provide the necessary training to help them be successful in their new role.
3. **Program Development/Management:** Develop new programs and partnerships that address areas of need as discussed in the strategic plan, including employment and adult education, immigration and legal services, youth programming, and support and education for parents.
4. **Community Organizing/Development:** Recruit dedicated volunteers, patrons, and community partners to participate in our Community Advisory Council, and ensure that our programs and services center the needs and feedback of the community.

### **Training/Mentoring:**

VISTA will participate in a number of training with the Special Projects Manager, Family Center Director, Catholic Charities USA staff, and Americorps. VISTA will work closely with the Center Director. Center Directo will serve as task supervisor and provide guidance regarding program operations, suggestions for engaging the community, and assist with task related questions.

**Special Requirements:** Intern needs their own car



**Paid/Unpaid:** Paid - September 2021 – October 2022

**Hours available to work:** M-F, 8:30AM – 4:30PM

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**Contact Information**

**Name:** Sarah Loffman

**Title:** Special Projects Manager

**Email:** SLoeffman@catholiccharities.net

**Phone :** 312-655-7081

**Fax:** 312-258-1839

**Address:** 721 N LaSalle Drive, Chicago, IL 60654

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