



AmeriCorps VISTA Announcement

Development VISTA

College Mentors for Kids, Inc.
Indianapolis, IN

Organizational Mission, Vision, and Values

Mentoring transforms lives: we connect kids to college students through weekly on-campus activities that inspire growth, confidence, and brighter futures. Through our mentoring program, 1st through 6th graders in the community are paired one-on-one with a college student mentor and together they participate in activities focused on higher education and careers, culture and diversity, and community service. Our innovative program focuses on improving the likelihood that elementary school youth will achieve their optimum potential while providing high-quality service and leadership opportunities for college students. We currently serve around 2,700 kids and 3,200 college students across the country. **Our vision is for all school kids to look forward sooner and be able to give back later.**

We value:

- The power of mentoring
- A devotion to mission, one another, and community
- Belief in the human potential to achieve beyond current circumstances
- The exponential impact of the collective
- Fiscal responsibility
- 'Awesomeness' in every effort and interaction

College Mentors for Kids has a hardworking culture of mentoring, teamwork, service, and dedication. Candidates should have values, interests, and a work style that are aligned with this culture.

AmeriCorps VISTA Information

College Mentors for Kids is sponsoring an AmeriCorps VISTA from July 8, 2019 through July 7, 2020. The VISTA will not be considered an employee of College Mentors for Kids, but rather a volunteer through the Corporation for National and Community Service (CNCS). As such, compensation and benefits are determined by CNCS and are standard; they are not set by College Mentors for Kids.

Benefits include:

- A living allowance of \$944/month
- Optional healthcare benefits
- 10 personal days and 10 medical leave plus holidays determined by College Mentors
- Relocation assistance
- Child care assistance
- Upon successful completion of service, your choice of an education award of \$6,095 or cash stipend of \$1,800

VISTAs will work a full-time schedule which typically includes 40-45 hours per week Monday – Friday. For more information on AmeriCorps VISTA, please visit

<https://www.nationalservice.gov/programs/ameriCorps/ameriCorpsvista>.

Development VISTA Position

We are seeking a highly-motivated individual to serve in our Indianapolis office. As part of the development team, the Development VISTA will work to ensure sufficient funding to serve current program participants and expand programming to new communities. The Development VISTA will report to the CEO.

Responsibilities and Projects:

- Research, write, and submit lower-level grants to potential new funders, especially with a focus in communities outside of Central Indiana
- Enhance current development tools and create new resources and tools as necessary to maximize development activities and outcomes
- Measure and analyze key development metrics, reporting to the team and creating a plan to improve several key metrics to improve development efficacy
- Collaborate with event coordinators to support and plan the fundraising event and assist with execution of event
- Analyze current stewardship efforts for chapter donors, and together with the Director of Alumni Engagement, identify opportunities to improve stewardship and implement
- Other opportunities and responsibilities which support the overall mentor program and organization

Qualifications

- Undergraduate degree required
- Align with organizational values listed above
- Strong oral and written communication skills
- Research and data analysis skills
- Ability to work independently and as part of a team
- Excellent professionalism

Application Instructions

To apply, please email your resume to Erin Cosler at ecosler@collegementors.org. We will review applications on a rolling basis and will make an offer as soon as we find an ideal candidate. We encourage applicants to submit their application as soon as possible.

Additional details regarding College Mentors for Kids may be found at www.collegementors.org. Equal Opportunity Employer.