



AmeriCorps VISTA Announcement

Donor Engagement 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 32 chapters in 9 states. **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, community, and one another
- Belief in the human potential to achieve beyond current circumstances
- The exponential impact of the collective
- Fiscal responsibility
- ‘Awesomeness’ in every effort and interaction

AmeriCorps VISTA Information

College Mentors for Kids is sponsoring an AmeriCorps VISTA from July 6, 2021 – July 5, 2022. The VISTA will not be considered an employee of College Mentors for Kids, but rather a volunteer through AmeriCorps. As such, compensation and benefits are determined by AmeriCorps and are standard; they are not set by College Mentors for Kids.

Benefits include:

- A living allowance of \$1,116/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 \$6,345 or cash stipend of \$1,800

VISTAs will work a full-time schedule Monday – Friday. For more information on AmeriCorps VISTA, please visit <https://www.nationalservice.gov/programs/ameri-corps/ameri-corpsvista>.

Donor Engagement VISTA Position

We are seeking a highly motivated communicator with the ability to engage and excite alumni and donors with our mission to serve as the Donor Engagement VISTA. This position will provide capacity to explore strategy around strengthening alumni engagement and contribute to fundraising efforts by writing and

researching grants and stewarding donors. This VISTA position will report to the National Director of Development.

Responsibilities and Projects:

- Work closely with staff to devise and implement strategy related to strengthening national alumni engagement with the organization, individual chapters, and one another
- Build upon chapter donor stewardship and tracking efforts to engage chapter donors and retain them as annual donors
- Research peer-to-peer giving trends and engage alumni and other volunteers in fundraising through friends and family campaigns
- Assist with corporation and foundation research and write grant proposals and reports, especially in communities outside Indiana
- Understand best practices on engaging donors in a “post-COVID world” and use this information to assist the development team in communicating and engaging with current and prospective donors
- Share College Mentors’ impact by developing content to use in grants, stewardship pieces, and on social media
- Other opportunities and responsibilities which support the overall mentor program and organization

You would be a great fit for this role if:

- You enjoy creating compelling communications to share program impact; you also have a strong attention to detail, including excellent grammar and proofing skills.
- You are excited to learn about various arms of non-profit development work, including alumni engagement, stewardship, grant writing, individual giving, and events.
- You are inquisitive and enjoy staying current on industry trends and best practices.
- You enjoy working both independently and as part of a team.
- You are a strong communicator, utilizing both verbal and written skills.
- You enjoy facilitating connection and engagement.

Application Instructions

Please note that in order to be considered for this position, you **must apply through the AmeriCorps website**. No applications mailed or e-mailed to our office will be considered. Follow these steps to apply:

- Go to: <https://my.americorps.gov/mp/listing/publicRequestSearch.do>
- In the “Program Type” drop-down box, select “AmeriCorps VISTA”
- In the “State” drop-down box, select “Indiana”
- In the “Program Name” search box, type “College Mentors”
- Click on the Donor Engagement position listing and then at the bottom click on “Apply Now”

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.