**Want the experience of a lifetime?**

**Want to work with a local nonprofit to build capacity for community services?**

**AMERICORPS VISTA at Adoption Network Cleveland**

Adoption Network Cleveland is accepting applications for the 2021-2022 Americorps VISTA (Volunteers in Service to America) program. The year of service has start dates in June - August.

This year-long federal **paid service opportunity** is part of a nationwide network that works to build the capacity of community based nonprofits. The selected VISTA will receive **$200 per month** in reimbursable housing, a **monthly living allowance of approximately $944 per month, paid holidays/sick/personal days, and paid training.** Benefits for those eligible may also include childcare, healthcare, relocation assistance, and noncompetitive eligibility for federal jobs upon completion. **At the end of their service year, members choose a $6,095 award for education expenses or a $1,800 cash stipend.**

**Grants and Donor Engagement VISTA**

Improve the lives of those connected to adoption and foster care by engaging donors in our community, researching and writing grant proposals and sharing the stories of those we serve.

**Program Description**

Adoption Network Cleveland: The Ohio Family Connection is an innovative non-profit organization that fulfills the otherwise unmet needs for adoption information, support, education and advocacy for members of the adoption triad (adoptees, birthparents and adoptive/kinship parents), youth in foster care, foster parents, siblings, and related professionals.

The VISTA member will support our programs for the adoption and foster care community by developing initiatives to increase fundraising opportunities, improving existing grants through published research and testimonials, and finding new grants for the organization. Assist with streamlining our processes by updating our tracking system and data base.

We are looking for a VISTA member who is outgoing, well-spoken, creative, and detail-oriented with a “can do” attitude and desire to learn, who can work well independently. MUST have strong writing and editing skills. The VISTA Member will receive mentorship from the Development Coordinator and Director of Development and Communications, as well as internal and external professional development opportunities. This position will engage with the organization’s development activities and supporters at a high level.

**What will the VISTA do?**

The VISTA member will grow donations from individual, foundation, and corporate donors by utilizing grant applications, online fundraising tools as well as building and/or leveraging community relationships (restaurants, small businesses, etc.) to reach first-time or occasional donors.

The VISTA member will also collect anecdotal quotes from those served through our programs and research published literature from the child welfare community. This will enhance the grant applications/reports process and fundraising appeals. The VISTA will also utilize available resources to research potential new grants and help in completing applications for funding and reporting. The VISTA will also organize the effort to update and streamline our data tracking and database, in partnership with our other VISTA position.

**Applications are currently being reviewed.**

**To Apply:**

**Please complete the VISTA** application via the My AmeriCorps website at: <https://my.americorps.gov/mp/listing/viewListing.do?fromSearch=true&id=103874>

And send resume and cover letter to Tammy Willet@adoptionnetwork.org.