**SASH for All Pilot Project Coordinator**

**Cathedral Square, South Burlington VT Remote & Brattleboro Area Housing Agencies**

**Advertising Statement:**  “SASH for All” demonstration will bring SASH to low-income families and individuals living in affordable housing, in addition to older adults and those with disabilities.  The Americorps Member’s primary role will be capacity building activities coordinating training and technical assistance support for pilot sites, documenting lessons learned from the pilot, AND creating an implementation manual for future SASH for All programs rolling out via the affordable housing network.

This position is part of the Vermont Housing & Conservation Board AmeriCorps (VHCB AmeriCorps). The VHCB AmeriCorps program supports the innovative dual-goal approach to creating stable affordable housing opportunities for Vermont residents while preserving the natural and working landscape. VHCB AmeriCorps is a national service program that places members with non-profit housing or land and energy conservation organizations around the state.

Your Organization's Mission briefly, and Goal of Position

Cathedral Square, is a nationally acclaimed nonprofit with an exceptional reputation for providing quality, affordable housing and services to older adults and people with disabilities. SASH Support and Services At Home, is a health and wellness model administered state-wide by Cathedral Square. SASH coordinates the resources of social-service agencies, community health providers and nonprofit housing organizations to support Vermonters who choose to live independently at home. Individualized, on-site support is provided by a Wellness Nurse and a SASH Care Coordinator.

The position will help the SASH Administrative Team at Cathedral Square and regional partners (Brattleboro Housing Partnership and Windham/Windsor Housing Trust) explore the scale, reach, efficiency, and effectiveness of the SASH for All pilot services.  You’ll gain valuable skills and experience that will enhance your resume, your life, and the life of others!

**Essential Functions:**

Essential Functions of Position: Applicant must be able to perform these. Please list in bullet form in order of importance

* Facilitate discussions with SASH for All participants around health and wellness
* Assist SASH staff in conducting participant assessments
* Research evidence based programs/practices to include in the SASH Directory of Evidence Based Programs that are relevant for SASH for All
* Collect feedback, lessons learned, best practices, and success stories from participants and staff of the SASH for All pilot to share with the SASH administrative team and funders.
* Modify the SASH operations manual for SASH for All to facilitate program expansion to other sites.
* Support data collection and track outcomes for the SASH for All pilot.
* Assess for gaps in services or training and share needs of onsite staff in the field with the SASH administrative team.

**Secondary Functions:**

* Attending SASH interdisciplinary team meetings
* Attending SASH trainings as appropriate

**Desired Qualifications:**

* Reliable and able to be a consistent presence at site locations in Brattleboro area
* Comfortable interacting with children and families
* Ability to follow HIPAA guidelines regarding privacy and confidentiality
* Strong written and spoken communication skills
* Work well in a team environment
* Able to work independently
* Working knowledge of Microsoft Word and Power Point

**Minimum Qualifications:**

* Ability and willingness to travel to various housing sites in Brattleboro
* Be US citizen or have permanent resident status
* Be at least 18 years of age upon entering the Pre-Service Orientation or 17 years of age with verified parental permission;
* Be a high school graduate, have a GED certificate, or be willing to work towards a GED as part of the service-term. A member cannot have dropped out of high school to join AmeriCorps.
* Has not been convicted of murder or sexual assault and is willing to undergo an National Service Criminal History Check;
* Be committed to the VHCB AmeriCorps program’s ethic of service, appreciation of diversity, and personal and professional development of its participants;
* Have the ability and enthusiasm to drive to, attend, and participate in all required trainings and events, and be prepared to drive up to 2-3 hours each way.
* Available to regularly serve 40 hours per week

**Additional Information:**

AmeriCorps Member is expected to adhere to all Cathedral Square policies and procedures, which include communicating respectfully with co-workers, residents, families and vendors; protecting the privacy and confidentiality of information related to residents, families, staff and general Cathedral Square operations; and demonstrating a commitment to quality and continuous improvement in systems and processes.

Position begins September 7th, 2022 and ends August 11th, 2023

This position is: (check one)

\_x\_**Full Time:** Requires 1,720 hours for an average of 40 hours per week for 48 weeks. Member will receive a living allowance of $22,950 (pre-tax), and an education award of $6,495 (pre-tax) upon successful completion of service.

**\_\_Half Time:** Requires 915 hours for an average of 40 hours per week for 26 weeks.Member will receive a living allowance of $12,150 (pre-tax), and an education award of $3,247.50 (pre-tax) upon successful completion of service.

**\_\_Quarter Time:** Requires 455 hours of service for an average of 40 hours per week for 13 weeks. Member will receive a living allowance of $6,075 (pre-tax), and an education award of $1,718.25 (pre-tax) upon successful completion of service.

Other benefits include health insurance, federal school loan forbearance, and various training and networking opportunities.

**To Apply**: <https://vhcb.org/our-programs/vhcb-americorps/positions>

For questions about this position or to send additional materials:

Cathedral Square: Human Resources

Liz Genge, SASH Director Genge@cathedralsquare.org 802-276-0442

412 Farrell Street Suite 100 South Burlington, VT 05403

Application deadline: No later than August 24th, 2022 is the latest. Applications accepted on a rolling basis; open until filled

Additional information on AmeriCorps is available at *www.americorps.org.*

**The Vermont Housing & Conservation Board (VHCB) is sponsoring this AmeriCorps position through their AmeriCorps Program. VHCB is an Equal Opportunity Employer. Positions are open to all applicants without regard to race, color, national origin, ethnicity, disability, age, gender, gender identity, sexual orientation, political affiliation, veteran’s status, religion or creed.**

Member Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_