

SERVE PHILADELPHIA VISTA CORPS

 OFFICE OF CIVIC ENGAGEMENT & VOLUNTEER SERVICE

WORK WITH THE PHILADELPHIA REENTRY COALITION!

VISTA Project and VISTA Role: The Office of Criminal Justice seeks a dynamic and motivated Serve Philadelphia VISTA to join our team for a year beginning July 2019. The 25,000 Philadelphians who return from incarceration annually often experience the impacts of extreme poverty and are faced with complex challenges navigating the process of community reintegration. To reintegrate, people need access to comprehensive reentry supports– which requires a robust network of services. To create a more effective reentry system in Philadelphia, the Philadelphia Reentry Coalition facilitates collaboration, leverages resources, and builds capacity among stakeholders. In the final year of this 3-year project, the Capacity Building Coordinator will embed a strong communications strategy and online Member Portal into ongoing Coalition activities and operations, to ensure the Coalition's continued ability to provide capacity-building resources to its members to in turn strengthen reentry services.



Requirements

- Complete a Bachelor's Degree by start of service
- Current U.S citizen or permanent resident
- Interest in government, policy, social justice and/or community engagement
- Complete a criminal background check and child abuse clearance (if you are selected)*

**This occurs through the Corporation of National and Community Service. Please contact nia.kaudo@phila.gov if you are concerned about how criminal history information might affect your application.

Benefits

- A bi-weekly stipend of approximately \$542
- Education Award (\$6,095) or End of Service Stipend (\$1,800)
- A relocation reimbursement allowance of \$775 plus mileage, if you relocate more than 50 miles to serve.
- A monthly SEPTA transportation pass. VISTA Health Benefits Program
- Student loan forbearance
- Monthly professional development and team-building opportunities
- Valuable experience and networking in government
- A cohort of like-minded professionals and a network of 100+ Alumni

Reentry Coalition Capacity Building VISTA – 2019-2020

Key Activities

- Evaluate and adjust the Reentry Coalition’s internal and external communications mechanisms and develop a toolkit with all materials and directions for their regular maintenance, to ensure sustainability.
- Engage Reentry Coalition members to evaluate the performance of the Member Portal, adjust to enhance its impact, and design new tools to add to the Bank, including a robust volunteer matching program.
- Create a toolkit for the regular maintenance of the Reentry Coalition Member Portal—including assessment of Reentry Coalition member needs, cataloguing in-kind services and resources represented within the Reentry Coalition, general Member Portal operations, Coalition member awareness of the Member Portal and utilization through marketing and trainings, and suggestions for ongoing improvement through Reentry Coalition membership feedback—to ensure the sustainability of the Member Portal.
- Evaluate and adjust the Member Portal data dashboard to continue to track how the Coalition’s communications and Member Portal efforts increase member organizations’ capacity to effectively provide reentry services.

Preferred Skills/ Experience:

- Comfortable working independently, taking initiative and making decisions within the framework of established goals and guidelines – as well as working effectively with team members/ in groups
- Strong interpersonal skills, comfortable with outreach and interaction with diverse agencies and organizations, and their representatives
- Knowledge of standard software applications (comfortable on a computer)
- Able to analyze and synthesize information
- Familiarity with social justice principles
- Working with government and/or nonprofit agencies that provide direct services
- Working on issues related to the criminal justice system
- Working with coalitions or collaboratives