



Campus Compact



AmeriCorps

Campus Compact AmeriCorps VISTA Member
*Northwestern University, Summer Academic Workshop, Student Enrichment Services
Evanston (Cook County), IL*

The Campus Compact AmeriCorps VISTA program places AmeriCorps VISTA members in full service with our campus and community partners for a one-year period. During this year, members spend 35 hours per week on their host site's campus or with one of that campus's community partners to work on building systems and programs that support low-income college students and community members. The VISTA member's work is to build capacity, meaning that rather than directly serving the community, they're enhancing or creating systems, structures, and resources that support the direct anti-poverty work. Campus Compact functions as the central VISTA program hub, performing program administration, offering training and support to VISTA members and their projects, and connecting the work happening in individual projects both to similar work happening nationwide and back to AmeriCorps. For detailed program information and FAQs, please visit our website.

Service Term:
August 12, 2024 - August 11, 2025

Please note that this start date is subject to change. Start dates are based on a federal calendar and are not flexible. Regardless of start date, the term of service lasts exactly one year.

Summary of Position Details:

Student Enrichment Services (SES) is Northwestern University's (NU) office supporting undergraduate first-generation and/or lower-income students. We continue to see an increase in this population, and support structures are needed. A support structure that is new to SES is the Summer Academic Workshop (SAW). The Student Enrichment Services VISTA will work with the Co-Director of the Summer Academic Workshop to develop a curriculum and evaluation that connects low-income students with the people and resources to increase their knowledge about transition and belongingness at Northwestern University. Additionally, the VISTA will support Student Enrichment Services with our greater goal of connecting all lower-income students with the financial and navigational resources to make the most of their Northwestern experience.

Responsibilities

- Manage the welcome of students to the Student Enrichment Services office and when applicable, provide information regarding their questions/needs
- Participate in the Summer Academic Workshop Planning Team
- Assist Director of the Summer Academic Workshop in conducting qualitative data collection to better understand the experience of SAW 2024 participants

- Review qualitative data about participants experiences in the Summer Academic worksop from 2023 and 2024
- Analyze the SAW 2024 pre and post data and provide recommendation for changes based on data.
- Gather information about how students are using SES's student facing space
- Order/reorder items that are aligned with student needs (i.e. food, school supplies, donated books, snacks, seasonal clothing, etc.)
- Manage Student Enrichment Services communication with first-generation and lower-income students and provide ways to improve our structures.
- Attend orientation, weekly meetings, days of service, and training/retreats coordinated by Campus Compact
- Complete data collection and reporting activities required by Campus Compact and AmeriCorps

Preferred Qualifications

- Interest in supporting marginalized undergraduate students
- Interest in supporting college level students
- Strong customer service experience
- Comfortability with creating graphics for instagram and putting together newsletters

Requirements

- BA/BS or equivalent experience
- US Citizen, national, DACA status, or legal permanent resident
- Must be able to complete federal background check

Logistics

- Status: In Person
 - VISTA will be in person, Monday-Friday, in the Student Enrichment Services Office.
- Hours
 - M – F [9 A.M. - 5 P.M.]

Benefits

AmeriCorps VISTA Benefits:

- Bi-weekly living allowance of \$877.66
- End of service award (AmeriCorps member must choose one of two options; requires completion of full term of service to receive)
 - Segal AmeriCorps Education Award (\$7,395)
 - End-of-Service Cash Stipend (\$1,803.10)
- Relocation stipend for candidates moving more than 50 miles (\$750)
- Mileage reimbursement for candidate moving more than 50 miles (\$0.40/mile)
- Healthcare benefits (AmeriCorps member must choose one of two options)
 - Healthcare allowance for out-of-pocket expenses
 - Basic healthcare coverage
- 10 Days Personal Leave
- 10 Days Sick Leave
- 14 Days Holiday Leave
- Child care assistance for children under 13 years of age (**income dependent**)
- Student loan forbearance or deferment for certain loans
- 1 year of noncompetitive eligibility for federal positions*

- Access to professional development opportunities provided by Campus Compact & AmeriCorps

Additional Host-Site Benefits:

- On Campus Housing in Northwestern's graduate housing which includes a one bedroom, furnished and includes utilities.
- \$800 Campus dollar to use at on campus dining locations
- \$500 for professional development purposes

How to Apply:

You can apply to this position two ways:

1. My AmeriCorps.gov Application
 - a. Visit this [link](#) and apply to the position through the my.AmeriCorps.gov system
 - i. Note: The myAmeriCorps system is sometimes finicky and can be hard to update – if that website says “no longer accepting applications,” please feel free to reach out to our team via email at vista@compact.org to check.
 - ii. For support using the myAmeriCorps portal, please see this [document](#).
2. Apply Directly to the Site
 - a. Please complete this application:
 - i. [SES VISTA Application](#) and site supervisor will follow-up with next steps

The last day to submit an application for this position is **Tuesday, April 30th**; however, positions are filled on a rolling basis, and we recommend applying as soon as possible.