



Volunteer Coordinator

Metanoia is working to pioneer a new holistic approach to fair and equitable redevelopment in communities that have long represented the epicenter of regional inequities and instability. We work closely with the residents in our community to identify and create programming that will lead the community to a strong recovery. The 3 pillars around which Metanoia designs and implements programming are that we: build leaders (through year-round youth programming), establish quality affordable housing and generate economic development for the community and residents. Volunteer opportunities generally surround our youth programs and construction.

An AmeriCorps VISTA will fill the Volunteer Coordinator role and a description of the role is as follows:

Recruit:

- Work in consultation with Metanoia staff to maintain a listing of volunteer opportunities with local volunteer agencies such as Trident United Way.
- Recruit and maintain relationships with volunteers who are willing to serve at Metanoia through mentoring community youth, home construction projects or other volunteer opportunities.
- Plan, execute and leave behind a procedure for 1st Day Orientation and ongoing community plan for volunteers.

Retain:

- Define and document volunteer roles and projects.
- Identify and build to the strengths of each individual volunteer.
- Internalize Metanoia's commitment to Asset-Based Community Development, incorporating this philosophy into the roles and projects (s)he defines and executes.
- Engage in rapport building with volunteers.
- Capture and report on both quantitative and qualitative data to be recorded in Clear Impact software.

Recognize:

- Plan and execute ongoing volunteer appreciation, including an appreciation event that creates a blueprint for future events.
- Share volunteer hours and contributions back to volunteers.

- Seize opportunities to recognize and appreciate volunteers in their work with Metanoia.
- Follow up with volunteers with surveys and debriefs to ensure that their experience with Metanoia is positive.

The tangible items a VISTA will create in this role, and the performance measures by which (s)he will be evaluated are as follows:

VISTA will increase Metanoia's capacity to provide efficient volunteer programming by:

- Generate performance management system.
- Enhance systems to engage, train and track volunteers.
- Generate standards for identifying and carrying out volunteer projects.

Compensation:

This is an experiential learning opportunity, similar in nature to a FELLOWSHIP. In addition to the hands-on asset-based community development work, a modest stipend for cost of living expenses is provided bi-weekly through the Ameri-Corp Vista program. (Approximately \$12,000 annually) *Learn more and apply at link below.*

If you are interested in applying for this role, please follow the link (click [here](#)) to complete the Interest Form. Applicants will apply through AmeriCorps VISTA.