



## WACC AmeriCorps VISTA Position Description

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**Host Site Name:** Everett Community College  
**Department:** Diversity & Equity Center  
**Position Title:** Project Coordinator

**Project Title:** Diversifying Teacher Pathways

**Project Supervisor:** Jerod Grant, Director, EvCC  
Diversity & equity Center

### Position Summary:

The VISTA Member will work with a broad coalition of Everett and Marysville School Districts leaders, local community groups and EvCC's Office of Diversity & Equity to expand and strengthen the "Teacher Pathway from Community to College" for low-income, disadvantaged and minority student populations to break the cycle of poverty by supporting aspiration and access to college in pathways leading to professional careers serving those at-risk communities.

### Major responsibilities and activities:

The VISTA member will collaborate with and be a resource to increase the capacity of EvCC's partner school districts and community groups in the Teacher Pathways coalition by attending meetings, assisting with messaging, sharing resources, and disseminating information about college pathways and career options. The member will also serve on EvCC's Guided Pathways subcommittees to help align academic tracks from K-12 to college.

**Term of service:** 365 days, averaging 40 hrs /week

### Qualifications:

- Associate or Bachelor's Degree
- At least 18 years of age, U.S. citizen, U.S. national, lawful permanent resident, or person residing legally in Washington State
- Ability to make a full-year commitment
- Interest and/or experience in community service and/or community development
- Effective oral and written communication skills with diverse populations, including multicultural experience and cross-cultural communication skills
- Proficient in Google platform, MS Office, Adobe products, social media, and database management
- Ability to organize, prioritize and perform multiple work assignments
- Ability to work evenings and weekends as necessary
- Ability to pass criminal background check

### AmeriCorps VISTA benefits:

- Bi-weekly living allowance
- Relocation and settling-in allowance, if moving more than 50 miles to serve
- Post-service \$5,815 Education Award or \$1,500 end-of-term cash award
- One year of non-competitive eligibility (NCE) for federal government jobs
- Basic health coverage, student loan forbearance, and basic child care assistance when applicable
- Paid round-trip ticket to pre-service orientation and reimbursed travel expenses when applicable
- Extensive training, professional development, and networking opportunities
- Access to AmeriCorps network

### Site specific benefits:

- Chance to collaborate, interact with faculty members and College leadership
- Professional development opportunities in communications and organizational development

- Inclusion on Diversity & Equity project teams
- Opportunities to help develop and coordinate service-learning projects
- Opportunity to make presentations on community college programs to community group staff
- Experience helping coordinate planning and logistics of large-scale campus events

For information contact: Jerod Grant, Director, EvCC Diversity & Equity Center @ [jgrant@everettcc.edu](mailto:jgrant@everettcc.edu)

#### Equal Opportunity and Non-discrimination

Western Washington University/Washington Campus Compact and sub-granted campus programs, in compliance with applicable laws and in furtherance of its commitment to fostering an environment that welcomes and embraces equal opportunity, diversity and inclusiveness, does not discriminate on the basis of race, color, creed, religion, national origin, sex (including pregnancy and parenting status), age, disability, marital status, sexual orientation, gender identity and expression, genetic information, and veteran status in its programs or activities, including employment, admissions, and educational programs. See Western's [Policy on Ensuring Equal Opportunity and Prohibiting Discrimination and Retaliation](http://www.wvu.edu/policies/policy1000.shtml) (POL-U1600.02): <http://www.wvu.edu/policies/policy1000.shtml>

As such, the subcontracted campus programs agree not to discriminate against any client, student, employee, or applicant for employment or services in administering personnel actions such as employment, promotion, demotion, transfer, recruitment, layoff, termination, compensation and training opportunities, on the basis of race, color, creed, religion, national origin, sex (including pregnancy and parenting status), age, disability, marital status, sexual orientation, gender identity and expression, genetic information, and veteran status.