



**LISC AmeriCorps Service Description**  
**Full-Time Member Position**  
**October 27, 2014 – July 31, 2015**

Local Initiatives Support Corporation and *Cypress Hills Local Development Corporation* are seeking a full-time (1700 hours within ten months) AmeriCorps member to serve as *Food Access Outreach Coordinator*.

The Cypress Hills Local Development Corporation (CHLDC) is a community-based, non-profit multi-service agency founded in May 1983, which provides a comprehensive menu of programs and services to the residents of the greater Cypress Hills / East New York area. CHLDC's mission is to revitalize the community through housing preservation, economic development, and the positive development of our youth and their families. We serve 8,000 residents per year through our six program divisions: Community Development, Community Organizing, Career and Education, Housing Counseling, College Access and Persistence and Youth and Family Services. In 2008, CHLDC launched Cypress Hills Verde, our multi-year neighborhood sustainability initiative designed to make Cypress Hills a greener, healthier, more affordable place to live. Through four program areas – living, eating, working, and learning – we work to implement projects that improve community members' well-being.

Through the Local Initiatives Support Corporation (LISC) New York City's *Communities for Healthy Food NYC* program, Cypress Hills LDC hired a Community Healthy Food Advocate in 2013 to address the compelling need for healthy food access and consumption in the Cypress Hills neighborhood. The AmeriCorps member will support the Community Healthy Food Advocate in the implementation of the program with the goal of embedding multiple healthy food strategies into community development work to:

- Increase access to affordable, nutritious and fresh foods.
- Educate residents, housing staff and community service providers on nutrition, healthy food preparation and gardening.
- Enable economic development opportunities through creating or expanding food-related jobs, improving existing or creating new healthy food venues and fostering urban markets and food related enterprises.
- Implement a comprehensive neighborhood-wide outreach and awareness campaign.
- Form cross-site partnerships with key organizations involved in healthy food work.

Local Initiatives Support Corporation (LISC) is dedicated to helping community residents transform distressed neighborhoods into healthy and sustainable communities of choice and opportunity — good places to work, do business and raise children. LISC combines corporate, government and philanthropic resources to help community-based organizations revitalize underserved neighborhoods. This strategy extends to the LISC AmeriCorps program where we support placing AmeriCorps Members with local non-profit partners. Members assist in efforts to revitalize underserved neighborhoods across America and create vibrant places for people to live, work, and play.

The member selected to serve in this capacity will be responsible for:

- Support the planning and execution of various neighborhood festivals, workshops, and outreach opportunities that may include assisting with cooking and nutrition demonstrations.
- Work with the Community Healthy Food Advocate on community outreach throughout the catchment area to increase participation in our health-related programming, including: farmers markets, cooking

- classes, fitness opportunities, upcoming health fairs, and garden opportunities. This may include flyering, tabling, door-to-door knocking, follow-up calls, and the design of promotional materials.
- Support urban garden management at CHLDC gardens, while learning urban farming skills. They will supervise volunteer hours, help coordinate garden events (such as educational demonstrations), and interact with neighborhood youth and community gardeners.
  - Support overseeing and administering a Mobile Commons text message marketing campaign at our Youthmarket.
  - Manage a team of Just Food community chefs and gardeners to provide cooking and gardening workshops throughout the catchment area.
  - Manage other volunteers, such as New York Cares volunteers and school groups as needed.
  - Oversee and manage student interns and student partnerships such as the Cashin intern, Food and Fitness Partnership intern, and Columbia University student partnerships.
  - Help to update CHLDC's existing neighborhood food guide with new healthy options as they arise and assist with the distribution of the guide to local restaurants and community partners.
  - Lead community farmers market tours at both of our farmer's market sites. The fellow will learn about and then introduce shoppers to the city's Health Bucks program. Additional farmers market outreach may also include informing shoppers of other CHLDC services such as SNAP/EBT enrollment, housing/tenant rights, and child care opportunities.
  - Provide research and administrative support around future and in-development affordable housing property management projects.
  - Providing content for newsletters, reports, and grants, as needed.

Members will also be expected to fully participate as part of the LISC AmeriCorps team. LISC sponsored activities including:

- Attend a national leadership conference tentatively scheduled for March 2015. This conference is coordinated by the national LISC AmeriCorps staff;
- Attend all locally sponsored monthly meetings;
- Participate in a minimum of six nationally sponsored webinars;
- Engage in every-other-month affinity groups to discuss topics related to the member's service; and,
- Actively participating in two locally identified and team coordinated service projects (one for Dr. Martin Luther King, Jr. Day of Service and one for National AmeriCorps Week).

This is an AmeriCorps position. LISC and Cypress Hills Local Development Corporation will not allow the member to engage in activities that are considered prohibited under the terms of the grant while serving as a LISC AmeriCorps member.

### **Desired Skills**

- Spanish fluency required
- Desire and ability to work with a diverse group of people, particularly those living in low-income distressed neighborhoods
- Ability to work independently and in a team environment
- Computer skills, including Microsoft Word, Excel, and PowerPoint. Adobe Illustrator is a plus.
- Good written and oral communication skills
- Ability to work a flexible schedule (some night and weekends may be required)
- Experience and/or an interest in gardening and urban agriculture is encouraged
- Ability to work occasional evenings and weekends

### **Program Eligibility Requirements**

To be eligible to participate as a LISC AmeriCorps member the candidate must meet all eligibility requirements to serve as a National Service participant including but not limited to:

- Fully bilingual English/Spanish
- Possess a high school degree, GED certificate or agree to achieve GED during the term of service
- Be at least 17 years of age (note there is no age limit)
- Have status as a US citizen or possess permanent resident status
- Be eligible to earn an education award and not be barred from performing a term of service
- Be available to serve for a full 10 month period of time and within that time period complete a minimum of 1700 hours of service
- Be available for service from October 15, 2014 through July 31, 2015

### **Program Benefits**

Upon successful completion of the term of service, the member will be eligible for a \$5,645 education award to pay off existing, eligible student loans or return to school. The position pays a total stipend of \$15,000. The stipend is paid in 20 equal checks twice a month. Direct deposit is available and highly encouraged. A health care benefit is available for the participant only (dependents are not eligible). For members with children under the age of 13, there is a child care subsidy benefit available which is dependent on the participant meeting all eligibility requirements. This benefit is administered by a contracted provider via the Corporation for National and Community Service.

### **Resumes should be sent to:**

Cassandra Flechsig  
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(917) 893-8801 x 215  
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*LISC & Cypress Hills Local Development Corporation promote equal opportunity in selecting AmeriCorps members. We are committed to diversity and inclusion in the selection process.*