

GROW YOUR CAREER FOLLOW YOUR PASSION

with AmeriCorps



Outreach & Recruitment Program Coordinator (*part-time*)
Arab Community Center for Economic and Social Services
2651 Saulino Court, Dearborn, MI

Come Serve With Us

We care about access to affordable housing, climate change, helping people get into good paying jobs, safety and justice, social determinants of health, youth engagement, and all things that make communities good places for people to live, work, and play. Join us and earn while you learn!

Who We Are

Arab Community Center for Economic and Social Services (ACCESS) is the largest Arab American community nonprofit in the United States. With 10 locations and more than 120 programs serving metro Detroit, ACCESS offers a wide range of social, economic, health, and educational services to a diverse population.

What You Will Do

As the Outreach and Recruitment Program Coordinator, you will collaborate with financial coaches and the Capital Ready Program to support individuals in achieving financial literacy and readiness for entrepreneurship, work with local financial institutions to develop initiatives aimed at increasing the financial readiness of entrepreneurs, lead program outreach efforts, organize and host events to cultivate a supportive network of entrepreneurs, including workshops, networking sessions, and community forums, represent the program at resource fairs and community events, deliver online webinars, and create weekly newsletters.

When You Serve with Us

- Earn a \$4,500 stipend for serving 300 hours payable by bi-monthly direct deposit.
- Earn an additional \$1,459 education benefit to pay down qualifying student loan debt or to continue your education.
- Receive ongoing coaching, mentorship, and professional development.

What Your Work Environment Will Be

This is a 2 – 3 month position where you will typically serve between Monday through Friday, 8 a.m. to 5 p.m., with occasional evenings and weekends. An exact schedule will be determined upon selection. You will report in person at our office and will be required to travel locally for meetings and community events.

We Welcome You to Apply If You

- Have lived experience or an interest in working with a diverse group of people.
- Identify as any generation but are at least 17 years old.
- Possess unexpired proof of status as a US citizen or permanent resident.
- Consent to complete a criminal history check, which is required for all candidates. Don't let this stop you! A criminal record does not mean a person cannot serve, and if this is a concern, reach out to Beth Romeo at bromeo2@lisc.org.
- LISC AmeriCorps is available to everyone eligible to serve. We treat all persons without regard to race, color, religion, creed, gender, sexual orientation, gender identity, national origin, ancestry, citizenship status, age, marital status, veteran status, disability, genetic information, or any other characteristic or status protected by applicable federal, state, or local law.

This position is made possible through a partnership between Local Initiatives Support Corporation (LISC), AmeriCorps, and ACCESS. To learn more about LISC AmeriCorps, visit www.lisc.org/ameriCorps. To learn more about ACCESS, visit www.accesscommunity.org.

Questions or Ready to Apply Now?

Email your resume and *optional* cover letter to amaxwell@accesscommunity.org and Beth Romeo at bromeo2@lisc.org. Please include the organization name and position you are applying for in your email.

