



2023-2024  
Serve Philadelphia VISTA Positions



The Mayor's Office of Civic Engagement and Volunteer Service is accepting applications from qualified candidates to join the 2023-2024 Serve Philadelphia VISTA Corps.

Serve Philadelphia VISTAs serve full-time (30 hours/week) for one year working on systems level change in City government.

Our administration has invested in a multi-pronged approach—focused on stabilizing households, increasing skills and incomes, and investing in education— to lift residents out of poverty and to break the cycle for future generations. The work of Serve Philadelphia VISTAs is an important part of moving the City's anti-poverty strategy forward.

**Applications close April 3, 2023, at 11:59 PM.**

### What do Serve VISTAs do?

Each VISTA position is unique to the City department or initiative, but all VISTAs will build capacity.

Capacity building activities can include, but are not limited to:

- Creating tools, systems and guides like databases, policy briefs and marketing materials
- Generating resources through partnerships, volunteers and/or grant-writing
- Developing, organizing and/or assessing programs, events and/or meetings
- Supporting, establishing, or strengthening cross-departmental and cross-sector partnerships

### Requirements:

- 18 years or older, high school degree or equivalent GED
- US citizen or permanent resident\*
- Criminal background check (if accepted)
- COVID-19 vaccination(s)

\*See [AmeriCorps VISTA FAQ](#) for more info

**Term of Service:** 1 year

**Start date:** July 31, 2023 – **End date:** July 30, 2024

Apply now: <https://bit.ly/ServeVISTA2023>  
Questions? Call us: (215) 686-0823 or email us: [ServeVISTA@phila.gov](mailto:ServeVISTA@phila.gov)

### Qualifications:

- Demonstrated interest in anti-poverty efforts, social justice and volunteerism
- Able to work and collaborate with diverse communities and stakeholders
- Strong organizational, time management and communication skills
- Open to new experiences and growth
- Each individual VISTA position lists additional relevant and preferred qualifications

### Benefits:

- Bi-weekly living allowance (approx. \$675.08)
- Monthly professional development workshops
- Valuable work experience and networking with local government and partners
- Segal Education Award (\$6,895) or End of Service Award (approx. \$1,800)
- Settling-in allowance of up to \$750 and relocation travel allowance of \$0.40/mile for those relocating 50+ miles for service
- Monthly transportation support
- Ten days of personal leave and ten days of medical leave, city holidays & additional leave benefits
- [Healthcare](#) Allowance or Health Benefit Plan
- [AmeriCorps Child Care Benefit](#), for children under 13
- Access to financial coaching & support through AmeriCorps [Financial Empowerment Services](#)
- Loan Forbearance or Deferment for Federal Student Loans
- +5 points on the City of Philadelphia's Civil Service exam
- Non-Competitive Eligibility ([NCE](#)) for federal jobs

Serve Philadelphia VISTA positions are entry-level, meaning there are plenty of opportunities for growth within the role.

We encourage **all** to apply, even and especially if you feel “underqualified.” Studies show that people with marginalized identities - including women, LGBTQ+ folks, and people of color- are less likely to apply to positions unless they meet every listed qualification.

Serve Philadelphia VISTA's commitment to equity and diversity seeks to develop fresh perspectives in the form of new hires with varied and complex life and work experiences. We deem all experience as relevant and encourage all applicants to apply.

We look forward to reviewing your applications!

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## ***Budget Community Education & Engagement VISTA***

### ***Budget Office- Education, Engagement & Impact Unit***

Economic Opportunity: other (ex. access to reentry services, access to city services)

#### **Project Goal:**

The Budget Community Education & Engagement VISTA (BCEE VISTA) will boost capacity within the Budget Office's new Education, Engagement and Impact Unit (EEI) to help Philadelphia residents be able to see (educate), speak on (engage), and shape (impact) City spending more effectively and equitably. The EEI plays an important role in boosting citywide efforts to implement racial equity inquiry across the City Budget design. In addition, the EEI is tasked with piloting Philadelphia's first Participatory Budgeting (PB) campaign.

#### **What You'll Do:**

- Strategize, develop, and implement processes to advance the Participatory Budgeting (PB) Campaign and Budget Engagement
- Support the EEI efforts of embedding racial equity across the City Budget
- Assess community needs across Philadelphia, using social equity tools
- Partnership building & development; outreach with groups who are historically underrepresented in City Budget discussions
- Develop tools and materials to assist the PB Campaign

#### **What You'll Learn:**

The BCEE VISTA will have unique access in the Budget Office to understand a multitude of City processes, departments, and services. Through direct supervision, in field learning, and City provided professional development trainings, conferences, etc, the BCEE VISTA will learn:

- City government processes
- Equitable engagement, facilitation, community mapping, utilizing lenses of social inequity inquiry
- How to utilize data to make evidence-based recommendations, presentations, and program design
- Map creation, presentation design, implementation
- Writing for multiple contexts & audiences

#### **What You'll Bring:**

- Passion for participating in the creation of a new unit and project
- Willingness to be creative and flexible
- Community engagement, and outreach experience for communities of focus
- Empathy & patience
- Project management interest and/or experience

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## ***Evidence-Based Practice Racial Disparity VISTA***

### ***Department of Behavioral Health & Intellectual disAbility Services (DBHIDS)***

#### **Healthy Futures: Access to Health Care**

#### **Project Goal:**

Evidence-Based Practice and Innovation Center (EPIC) was established to advance system-wide strategies to support implementation, sustainability, and accessibility of behavioral health evidence-based practices (EBPs) in Philadelphia. The VISTA will support EPIC's mission of increasing access to EBPs for people receiving medical assistance and impacted by poverty, racism, and violence. The VISTA will support the implementation of strategies to address racial equity by engaging key stakeholders and supporting the team's Anti-Racism Coalition.

#### **What You'll Do:**

- Conduct research and create resources to support building the team's anti-racism coalition
- Develop innovative social media or marketing strategies with behavioral health providers related to anti-racism practices and racial equity training
- Create surveys and participate in general data collection to assess the impact of racial equity training and related efforts to inform next steps and share with stakeholders
- Identify expert speakers, compile resources, and provide operations support for events
- Participate in community engagement activities with focus on addressing health disparities

#### **What You'll Learn:**

- Deep understanding of Philadelphia' Behavioral Health system
- Familiarity with Evidence Based Practices
- Best practices in developing and implementing surveys
- Communications tools (Canva, Constant Contact)
- Develop cultural competency and cultural responsiveness approach
- Equitable Engagement strategies & tools

#### **What You'll Bring:**

- Strong communication & organizational skills
- A focus on relationship building
- Flexibility
- Interest in and/or experience with project management
- Commitment to diversity, equity, and inclusion

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## ***HIPAA Security Project VISTA***

### ***Department of Behavioral Health & Intellectual disAbility Services (DBHIDS)***

Healthy Futures: Access to Health Care

#### **Project Goal:**

Factors such as housing, employment, discrimination, poverty, and access to healthy food play a profound role in determining quality of life outcomes, including life expectancy, mortality rates and health status. DBHIDS requires a robust technology infrastructure to address these social determinants of health (SDOH). The HIPAA Security Project VISTA will help DBHIDS in fulfilling its obligations under the Health Insurance Portability and Accountability Act (HIPAA) to ensure the confidentiality and security of the Protected Health Information (ePHI) of the people it serves.

#### **What You'll Do:**

Ensure that all 2022 HIPAA Assessment risks have been addressed and documented. The VISTA will not be responsible for implementing any required technologies and/or security policies but, will play a project management role, ensuring that the activities of the DBHIDS team(s) are on track, in addition to producing reports and visualizations of progress.

#### **What You'll Learn:**

The VISTA member will learn people management skills and will be expected to help facilitate team meetings amongst a diverse group of professionals.

The VISTA member will receive training in:

- Project management software
- Project management skills
- HIPAA and cybersecurity

#### **What You'll Bring:**

- Attention to detail
- Strong interpersonal communication skills
- Basic computer skills (email, text, etc.)
- Intellectual curiosity
- Critical thinking skills

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## ***Immigrant and Refugee Wellness Academy VISTA***

### ***Department of Behavioral Health & Intellectual disAbility Services (DBHIDS), Diversity, Equity and Inclusion***

Healthy Futures: Access to Health Care

#### **Project Goal:**

The Immigrant/Refugee Wellness Academy was created to achieve the following outcomes:

- Increase awareness and reduce behavioral health stigma among low-income, high-risk, and underserved immigrant/refugee communities through outreach and education
- Provide employment opportunities for program participants to diversify the behavioral health workforce and reflect the City's population, as well as address the behavioral health challenges, trauma and inequity experienced within immigrant and refugee communities
- Build system capacity and infrastructure for a continuum of care by supporting and giving local immigrant led organizations and providers serving immigrant and refugee communities reasonable compensation for their services

#### **What You'll Do:**

Support the development and implementation of a new cohort for the Immigrant and Refugee Wellness Academy.

#### **What You'll Learn:**

- Program development and implementation
- Program planning, outreach, recruitment, and selection strategies
- Evaluation and reporting processes

The VISTA member will also have opportunities to participate in regular training with program participants to gain knowledge and understanding of behavioral health and intellectual disability challenges and services that could be applied in their personal and professional life.

#### **What You'll Bring:**

- Strong communication skills
- Organized and Strong attention to detail
- Problem solving skills and solutions focused

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## ***Infant and Toddler Well-Being VISTA***

### ***Department of Behavioral Health & Intellectual disAbility Services (DBHIDS), Infant Toddler Early Intervention***

Education: School readiness and learning loss

#### **Project Goal:**

The Infant and Toddler Well-Being VISTA will support the Philadelphia Infant Toddler Early Intervention (ITEI) team to increase and sustain referrals to ITEI from the Philadelphia Department of Human Services (DHS) and its affiliates, the Community Umbrella Agencies (CUA). The VISTA will assist ITEI to address a number of complexities that impact the successful establishment and sustainment of referrals from DHS and the CUAs. As the County Children and Youth Agency, DHS is involved with approximately 1000 infants and toddlers annually who are in out of home placements and are at special risk for developmental concerns due to early adversity. Research shows that social emotional development is negatively affected at a higher rate for children in DHS placements. As DHS continues to adapt its policies and practices to support families of very young children, ITEI wants to align with these improvements and be responsive to the needs of these very young children and their families.

#### **What You'll Do:**

The Infant and Toddler Well-Being VISTA will help vulnerable children and their families involved with Philadelphia's Department of Human Services connect with Philadelphia Infant Toddler Early Intervention.

#### **What You'll Learn:**

- Program implementation, evaluation & improvement
- Data analysis & visualization
- Networking & partnership development
- Public speaking & presentation skills

#### **What You'll Bring:**

- Strong communication & listening skills
- Capacity & willingness to learn
- Strong work ethic
- interest in improving outcomes for young children
- Interest or experience in data analysis, writing and project management

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## ***Infant and Toddler Homelessness Resource VISTA***

### ***Department of Behavioral Health & Intellectual disAbility Services (DBHIDS), Infant Toddler Early Intervention***

Education: School readiness and learning loss

#### **Project Goal:**

Extreme poverty is the strongest predictor of homelessness and at least 11% of children living in poverty are homeless (American Psychological Association's Presidential Task Force, 2009). Unstable housing has a significant impact on early childhood development (Infants Exposed to Homelessness: Health, Health Care Use, And Health Spending from Birth to Age Six, 2019). Emergency and Transition Housing agencies have very limited resources to connect families to ITEI. Direct, on-site support by ITEI yielded a significant increase in the number of referrals. The VISTA will work with the ITEI team to develop and evaluate effective procedures to promote referrals of families in Emergency and Transitional Housing and for families that are diverted from these housing options or are in other temporary housing options.

#### **What You'll Do:**

Improve Infant Toddler Early Intervention's (ITEI) capacity to identify eligible infants and toddlers who are experiencing homelessness and support the collaboration between ITEI and the Office of Homeless Services (OHS) along with OHS' community partner agencies. Through these developing collaborations, the VISTA will enable ITEI to leverage available data systems and to successfully find, connect, and strengthen our outreach to vulnerable and impoverished with families with young children.

#### **What You'll Learn:**

- Program implementation, evaluation & improvement
- Data analysis & visualization
- Networking & partnership development
- Public speaking & presentation skills

#### **What You'll Bring:**

- Strong communication & listening skills
- Capacity & willingness to learn
- Strong work ethic
- interest in improving outcomes for young children
- Interest or experience in data analysis, writing and project management

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## ***START (Systemic Therapeutic Assessment Resources and Treatment) VISTA***

### ***Department of Behavioral Health and Intellectual disAbility Services (DBHIDS)***

Healthy Futures: Access to Health Care

#### **Project Goal:**

The Department of Behavioral Health and Intellectual disAbility Services is launching the use of the START Model, a community-based crisis intervention for individuals with intellectual disabilities, autism and mental health needs. With timely and needed supports, people with intellectual disabilities, autism and mental health needs have improved mental health, fewer restrictive hospital-based stays, and can more consistently and successfully live and work in their communities. The START VISTA will support the team to identify and integrate the programmatic and data-informed processes that will achieve and sustain these outcomes.

#### **What You'll Do:**

- Develop and document local guidance for the implementation of the START Model
- Utilize internal and national databases to inform implementation
- Create reports that align with the START Model's reporting requirements

#### **What You'll Learn:**

- Program planning, implementation, evaluation & improvement
- Data analysis & visualization tools, including Excel, Qlik Sense & Vertical Change
- Networking & partnership development
- Public speaking & presentation skills

#### **What You'll Bring:**

- Strong communication & listening skills
- Capacity & willingness to learn
- Strong work ethic
- Interest in improving outcomes for young children
- Interest or experience in data analysis, creating reports and visualizations

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## ***Trauma Work Coordination VISTA***

### ***Department of Behavioral Health & Intellectual disAbility Services (DBHIDS), Systems Integration***

Healthy Futures: Access to Health Care

#### **Project Goal:**

DBHIDS wants to make resources to address and mitigate trauma accessible to those individuals and communities in need of support. The experience of poverty alone is traumatic and long-lasting, the current traumatizing and stigmatizing nature of the behavioral health system compounds the traumatic effects for folks seeking and receiving support within the system. The Systems Integration Unit works to address trauma within the system, as well as direct trauma.

#### **What You'll Do:**

- Support recruitment and facilitation of external stakeholder group to inform City-led efforts to address trauma
- Work with the Office of Diversity, Equity, and Inclusion to build out a healing circles initiative and specific space for providing for a place-based trauma strategy
- Assist with development and deployment of a communication strategy to include all City departments that support health and human services, as well as community-based organizations and community leaders

#### **What You'll Learn:**

- Research, data analysis & visualization
- Program implementation strategies
- Change management
- Coalition building strategies

#### **What You'll Bring:**

- Strong communication skills
- Interest in or experience with research & data analysis
- Willingness to learn
- Interest in improving outcomes for Philadelphians who experience trauma

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## ***Community Engagement & Neighborhood Data Collection VISTA***

### ***Department of Commerce***

Economic Opportunity: other (ex. access to reentry services, access to city services)

#### **Project Goal:**

The Department of Commerce aims to serve as a primary resource for Philadelphia business data and research. The Community Engagement & Neighborhood Data Collection VISTA will update Commerce data set through in-person surveying of businesses on commercial corridors. The VISTA will analyze data results to recommend programs that would improve safety and generate wealth in communities.

#### **What You'll Do:**

- Re-engage businesses from identified commercial corridors
- Use qualitative research methods to complement data collection
- Analyze survey reports from City programs to make recommendations based on findings
- Conduct outreach to business owners who receive assistance via Commerce funded contactors to capture feedback for redesign purposes
- Implement recommended changes to the current data collection approach to improve the process and ensure that programs are accessible & equitable

#### **What You'll Learn:**

- Strong interpersonal, communication & collaboration skills
- Basic knowledge of business financial & technical assistance
- Flexibility and adaptability when collaborating with diverse team members to deliver outcome in a timely manner
- Strengthen research and data analysis skills
- Quickbase software

#### **What You'll Bring:**

- Interest and/or experience in research, data collection, and analysis
- Interest and/or experience in project management
- Commitment to diversity, equity, and inclusion
- A focus on relationship building
- Flexibility

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## ***African & International Diaspora Community Engagement VISTA***

### ***Department of Commerce***

Economic Opportunity: other (ex. access to reentry services, access to city services)

#### **Project Goal:**

The fastest-growing group of foreign-born Philadelphians from 2000 - 2016 came from Africa. The Citywide African immigrant population is close to 25,000; and the majority of them live in underserved neighborhoods with an average rate of living below the Federal Poverty Line. The VISTA will work with the Commerce Department and community partners to engage with African and diaspora communities and neighborhoods, to identify their needs with regards to entrepreneurship development and connections to economic opportunities, and to ultimately create the foundation for the City to better design programs to support diaspora immigrant-owned businesses.

#### **What You'll Do:**

- Engage with African and diaspora communities and neighborhoods (visits, interviews, and outreach)
- Identify community needs with regards to entrepreneurship development and connections to economic opportunities
- Create data analysis report of findings from community feedback to determine next steps in program design

#### **What You'll Learn:**

- Strong social and communication skills to collaborate with internal and external stakeholders
- Strengthen research and data analysis skills
- Equitable Engagement strategies & tools
- An understanding of how economic development partners develop strategies and programs at local levels and how they interact with local communities' stakeholders

#### **What You'll Bring:**

- Commitment to diversity, equity, and inclusion
- Collaborative approach
- Capacity for consistent critical reflection
- Interest and/or experience in research/data collection and analysis
- Basic computer literacy

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## ***Children's Health VISTA***

### ***Department of Public Health***

#### ***Healthy Futures: Access to Health Care***

#### **Project Goal:**

Philadelphia social service staff provide supportive services to many families living in poverty. The goal of the Family Health Training Academy is to educate these staff so they can provide health education and referral information to families they serve. The Children's Health VISTA will work with subject-matter experts to produce training e-modules, add them to various video-sharing platforms, promote the trainings, and design an evaluation plan. After 3 years, the Family Health Training Academy will be embedded into the training infrastructure of Philadelphia social service agencies through Learning Management Systems, onboarding materials, and employee newsletters.

#### **What You'll Do:**

Develop the Family Health Training Academy e-module library that trains front-line staff and caseworkers in Philadelphia on critical lessons that can help them serve their clients:

- Identify content experts and trainers to co-develop e-modules
- Run analyses to track progress
- Market the Training Academy

#### **What You'll Learn:**

- Approaches for collaboration with diverse stakeholders
- How to build a product
- Marketing tools & best practices
- Interpreting data to inform process & product
- Navigating professional environments

#### **What You'll Bring:**

- Strong communication skills
- Personal & professional accountability
- Commitment to relationship building

## ***Housing Policy and Partnerships VISTA***

### ***Division of Housing and Community Development***

Economic Opportunity: Housing (esp. displacement due to COVID-19 and eviction prevention)

#### **Project Goal:**

As Philadelphia transitions from a majority homeowner to renter city, it is necessary to re-evaluate housing policies and programs to ensure affordable housing needs are met. Current initiatives are wide ranging but skew toward keeping homeowners in their homes, responding, in part, to the housing crisis of 10+ years ago. More recent changes have focused on the need to accommodate a highly vulnerable renter population.

#### **What You'll Do:**

- Evaluate the effectiveness of recently launched efforts to serve low-income renters
- Research best practices and recommend future interventions,
- Convene City and external partners to develop and implement new programs and initiatives
- Develop evaluation and data collection plans for related programs and initiatives
- Conduct and present best practice research and feasibility studies

#### **What You'll Learn:**

- Research and data analysis
- Program implementation and evaluation
- Data-driven decision making
- Project Management

#### **What You'll Bring:**

- Basic computer literacy
- Interest in housing/community development
- Interest in and/or experience with research/data collection & analysis
- Strong attention to detail

## ***FDR Park Economic Opportunity VISTA***

### ***FDR Park, Philadelphia Parks and Recreation***

Economic Opportunity: other (ex. access to reentry services, access to city services)

#### **Project Goal:**

FDR Park is South Philadelphia's largest park and one of its most important institutions, serving as a gathering space for many immigrant communities. For decades, FDR Park has been home to a vibrant vendor community serving as an economic lifeline for many immigrant families. Today, more than 60 Asian and Latin American vendors work in FDR Park. Vending community leaders formed the Vendor's Association of FDR Park with support from Park Staff. This VISTA position provides organizing support for the Park and the Association, offering vendors technical support and assistance with navigating city regulations. Our goal is to improve economic opportunity through an organized and empowered vendor community at FDR Park.

#### **What You'll Do:**

Support market leaders in their mission to build a strong Vendor's Association and advance the goal of a new, permanent and licensed marketplace at FDR Park:

- Collaborate with the FDR Park Vendor's Association and their community partners to navigate the planning process to improve and legitimize community food vending in FDR Park
- Develop & maintain basic administrative and communications systems to support the vendor community
- Serve as a liaison to support partnership and dialogue between Park Staff and the vendor community
- Work with Park Staff and the Vendor's Association to assist individual vendors in navigating city and park regulations

#### **What You'll Learn:**

- Community organizing
- Organizational & leadership development for historically marginalized communities
- Operations & logistics management
- Marketing
- Program design

#### **What You'll Bring:**

- Personal & professional accountability
- Commitment to relationship building & empathy
- Interest in and/or experience with project management
- Strong organizational skills

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## ***FDR Park Workforce Development VISTA***

### ***FDR Park, Philadelphia Parks and Recreation***

#### **Economic Opportunity: Employment/Workforce Development**

##### **Project Goal:**

FDR Park is South Philadelphia's largest park and one of its most important public institutions, reflecting this community's remarkable racial, cultural and economic diversity. FDR Park is developing a youth empowerment and career readiness program providing paid internship opportunities for South Philadelphia teens from low income households. This program launched in Summer 2021 and will provide employment, training and mentorship to prepare these teens for college and for careers in natural lands conservation and park management. VISTA's will have the opportunity to help at this developmental stage with research of best practices, program design, outreach efforts to low income communities, and direct support to our teaching staff.

##### **What You'll Do:**

- Develop and implement a youth empowerment and workforce readiness program for a racially and culturally inclusive cohort
- Review youth program curriculum from 2022; develop and expand the program curriculum for 2023
- Explore partnerships with other South Philadelphia youth and workforce organizations
- Utilize our expanding network of partners to support outreach and recruitment for 2023 and 2024 cohorts
- Collaborate with Park Staff and PowerCorps fellows to develop enriching conservation and service projects in support of our diverse park communities

##### **What You'll Learn:**

- Curriculum development
- Equitable Engagement & recruitment strategies
- Collaborative partnership development
- Conservation & Environmental stewardship
- Workforce development strategies

##### **What You'll Bring:**

- Passion for and/or experience in youth development & mentorship
- Experience working with diverse and immigrant communities
- Interest in conservation and park management
- Spanish or Southeast Asian language proficiency (Khmyr, Vietnamese, Thai, or Laotian) a plus, but not required

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## ***Volunteer Support VISTA***

### ***Philadelphia Parks & Recreation***

#### **Economic Opportunity: Employment/Workforce Development**

##### **Project Goal:**

The VISTA will support a mission to transform miles of riverfront brownfields into trails and parks, free outdoor programs; “green” job skill training, and land restoration projects. The VISTA will support a volunteer and job skill trainee base by researching best volunteer management practices, program design, direct engagement, and direct support of community activities. Intended, sustainable outcomes include:

- A growing base of community volunteers
- Residents of nearby neighborhoods use their riverfront parks as a resource of livable, vibrant communities
- PowerCorps PHL job skill trainees receive hands-on experience in urban forestry
- Sustained management of an award-winning public land restoration project that has planted 1,500 native trees and managed 10 acres of coastal plain forest with community partners

##### **What You'll Do:**

- Strengthen relationships with volunteers and job skill trainees by supporting workdays and outreach
- Develop the new Volunteer Station as an asset for volunteers through communication and activation
- Identify leaders and community assets in neighborhoods, including Holmesburg, Torresdale, and Wissinoming
- Research best practices in volunteer cultivation and management
- Develop a plan of community outreach, volunteer activities, and communications for volunteers

##### **What You'll Learn:**

- Gain expertise in identifying and cultivating community assets
- Environmental stewardship practices
- Program development
- Equitable engagement strategies & tools
- Public speaking & facilitation

##### **What You'll Bring:**

- Commitment to diversity, equity, and inclusion
- Personal & professional accountability
- Strong written & verbal communication
- Open to feedback

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## ***Safe Routes Philly VISTA***

### ***Managing Director's Office - Office of Transportation, Infrastructure and Sustainability (OTIS)***

Education: School readiness and learning loss

#### **Project Goal:**

The Safe Routes Philly VISTA will work at 4 schools to train and support a team of teachers and staff who then work to encourage students to use active transportation. These methods, such as a walking school bus program and a traffic safety curriculum, can increase attendance and academic performance, helping to reduce learning loss and improve academic readiness. The cohort of schools from year 1 will be trained to recruit and mentor schools during subsequent years. The year 2 cohort will do the same. At the end of the project, the 12 schools supported by the VISTA will be positioned to train and mentor schools in the program beyond close out of the project.

#### **What You'll Do:**

- Be the main point of contact between 4 schools and the Safe Routes Philly office
- Visit each of the 4 schools once per week
- Establish and train a "Safe Routes Team" at each of the 4 schools
- Conduct a walk audit for each school with each Safe Routes Team and the SRP Coordinator
- Train and support each Safe Routes team to establish a walking school bus with its students

#### **What You'll Learn:**

- Relationship building and management
- Team leadership & management strategies
- Data analysis
- Grant reporting & management
- Traffic safety

#### **What You'll Bring:**

- Commitment to relationship building
- Strong communication skills
- Interest and/or experience in project management
- Empathy
- Flexibility

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## ***Transportation Engagement VISTA***

### ***Managing Director's Office - Office of Transportation, Infrastructure and Sustainability (OTIS)***

Economic Opportunity: other (ex. access to reentry services, access to city services)

#### **Project Goal:**

Proximity to transportation directly impacts access to economic opportunity and public services. This VISTA project will build upon Indego's existing community engagement strategy with a focus on Hispanic communities in North Philadelphia. By promoting the equitable expansion of Indego Bike Share in historically underserved communities, we plan to increase access to economic opportunities and public services.

#### **What You'll Do:**

Collaborate with the Indego bike share team to develop community relationships with a focus on Spanish outreach in Hispanic communities in North Philadelphia. The intended goals and outcomes are to create a network of relationships, and to support local community events and bike safety programming with Indego Bike Share. The VISTA will ensure that Indego expands equitably, with a focus on promoting racial equity and poverty alleviation.

#### **What You'll Learn:**

- Equitable engagement strategies
- Community outreach & relationship building
- Program & educational training development best practices
- Bike Safety
- ArcGIS software
- Public speaking & facilitation

#### **What You'll Bring:**

- ***Fluent or professional proficiency in Spanish***
- Strong interpersonal and communication skills
- Passion for & interest in racial justice
- Passion for & interest in transportation equity

## **COVID-19 Recovery VISTA**

### **Managing Director's Office for Health and Human Services (MDO-HHS)**

Economic Opportunity: Housing (esp. displacement due to COVID-19 and eviction prevention)

#### **Project Goal:**

The COVID-19 pandemic laid bare the erosion of our social safety net and its disparate impacts on communities of color. In its recovery, the City can build a just & equitable safety net. In the transition from COVID-19 response to recovery, the City has an opportunity to maximize resources, ensure the social service system is just and inclusive, improve integration of services, and incorporate best practices. The VISTA will support these goals, with a focus on people who are housing insecure or experiencing homelessness. This includes building the capacity of eviction prevention programs, public sanitation efforts, and public-private collaborations to address street homelessness.

#### **What You'll Do:**

- Improve integration of health and human services to further address the social determinants of health
- Incorporate evidence informed practices in the COVID-19 response and recovery
- Expand and deepen an inclusive planning process that is transparent, fosters partnerships, and includes voices of individuals and families with lived experience, providers, and community stakeholders

#### **What You'll Learn:**

The VISTA will have opportunities to support various initiatives in MDO-HHS with projects tailored to the skills they want to develop or deepen. These could include:

- Research & evaluation
- Developing and writing reports
- Project management
- Event planning

#### **What You'll Bring:**

- Interest and/or experience in project management
- Strong communication and organizational skills
- Strong attention to detail
- Flexibility
- Personal & professional accountability

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## ***Municipal Court Eviction Prevention Support VISTA***

### ***Managing Director's Office, Health and Human Services***

Economic Opportunity: Housing (esp. displacement due to COVID-19 and eviction prevention)

#### **Project Goal:**

The financial strain of the pandemic, combined with rising rental costs, has caused eviction filings to increase over the past few years while federal support for rental assistance is decreasing. Eviction impacts black and brown communities in disproportionate ways and is a problem that the city is working to respond to from a few different avenues. As the city transitions from direct response to the COVID-19 crisis and creates new and improved programs for constituent resources, it has the opportunity to work to ensure that the racial disparity within the housing crisis is addressed.

The VISTA will support the City's efforts in expanding and creating new programs that are racially just and inclusive, as well as improve access to city services, through an inclusive strategic planning process.

#### **What You'll Do:**

This VISTA will support the expansion of programs under the Philadelphia Eviction Prevention Program and will support tenants experiencing housing insecurity both in and outside of Municipal Court.

#### **What You'll Learn:**

- Inner workings of city programs
- Deep understanding of city resources available for both landlords and tenants
- How to identify opportunities for programmatic growth
- Program implementation
- Cross agency collaboration strategies

#### **What You'll Bring:**

- Empathy
- Solutions Oriented
- Strong attention to detail

## ***Engagement and Partnership Relations VISTA***

### ***Managing Director's Office, Municipal ID Program***

Economic Opportunity: other (ex. access to reentry services, access to city services)

#### **Project Goal:**

The Engagement and Partnership Relations VISTA's project goal is to develop an engagement and recruitment plan to identify opportunities to increase PHL City ID partnerships. Obtaining additional partnerships will increase PHL City IDs program appeal, inclusivity, and visibility within all Philadelphians specifically the most vulnerable communities. This project will promote the PHL City ID as a low-barrier, low-cost, inclusive ID that all Philadelphians can obtain to access basic needs (housing, drug, and alcohol treatment, employment, bank accounts, etc.).

#### **What You'll Do:**

- Engage with current and prospective PHL City ID partners, including community leaders, organizations & businesses
- Survey stakeholders to understand needs, challenges, and opportunities
- Create new partnerships to increase visibility and acceptance of the PHL City ID program

#### **What You'll Learn:**

- Public speaking & facilitation
- Coalition & relationship building/stewardship
- Equitable Engagement strategies & practices
- Project management
- Program evaluation

#### **What You'll Bring:**

- Relationship Building skills
- Strong communication and organizational skills
- Commitment to diversity, equity and inclusion
- Basic computer literacy
- Interest and/or experience in project management



## ***Opioid Response Unit Racial Equity VISTA***

### ***Managing Director's Office, Opioid Response Unit***

Healthy Futures: Access to Health Care

#### **Project Goal:**

The Kensington and North Philadelphia areas are home to primarily Black and brown communities that face some of the highest rates of gun violence, unintentional drug overdose deaths in Philadelphia. The VISTA member will work to understand the complex dynamic within specific, highly-segregated Philadelphia communities to organize an effective response between City agencies that addresses relevant intersections.

#### **What You'll Do:**

- Research the overlap of gun violence & overdose, as well as best practices for harm reduction
- Create toolkits & modules for expungement clinics
- Create a Trusted Community Messenger (TCM) plan, including identifying TCMs and creating training & implementation guideline
- Collaborate on the implementation of Opioid Settlement Fund Projects, including identifying partnerships, developing project plans, and coordinating with partners
- Analyze Strategic Initiative data to identify gaps and overlap; Track and Monitor Strategic Initiative Data

#### **What You'll Learn:**

Through this work, the VISTA member will:

- Develop an understanding of substance misuse as a chronic, relapsing disease
- Learn basic information related to theories of harm reduction and recovery as it relates to substance use
- Understand a holistic view of substance misuse prevention
- Understand intersections as they relate to substance use including trauma, racism, poverty, and adverse childhood experiences (ACES)
- Experience and support inter-agency collaboration

#### **What You'll Bring:**

- Empathy & Patience
- Relationship Building skills
- Organizational skills
- Basic computer literacy

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## ***City Programs and Pilots Analysis VISTA***

### ***Managing Director's Office, Policy & Initiatives Unit***

Economic Opportunity: other (ex. access to reentry services, access to city services)

#### **Project Goal:**

Philadelphia is the poorest big city in America, with a 22% poverty rate. While City government strives to provide services to alleviate poverty for all Philadelphians, our poverty rate has remained stagnant for years. We have limited resources to combat such a systemic and entrenched problem, and our goal is to do as much as we can with those resources. The VISTA will pilot new approaches and create systems to track and evaluate activities and outcomes for a wide range of initiatives to inform decision-making.

#### **What You'll Do:**

- Research and apply best practices in data collection
- Build systems to standardize tracking & measurements of anti-poverty intervention
- Develop new communication tools to support the launch of pilots to address gaps in City services.
- Collaborate with various departments & program managers to create data collection & reporting systems for metrics and outcomes to ensure timely, properly formatted and consistent data reporting

#### **What You'll Learn:**

- How to establish key performance indicators across a wide range of subject matter areas
- An understanding of City services and operations from subject matter experts
- Project management
- Best practices for reporting
- Data analysis and evaluation skills
- Data-informed policymaking

#### **What You'll Bring:**

- Strong organization skills and attention to detail
- Strong interpersonal skills
- Critical thinking skills
- Personal & professional accountability
- Intellectual curiosity

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## ***Rebuild Economic Opportunity VISTA***

### ***Managing Director's Office, Rebuild***

#### **Economic Opportunity: Employment/Workforce Development**

#### **Project Goal:**

Rebuilding Community Infrastructure (Rebuild) initiative works with unions, contractors, lenders, and other partners to invest in a set of supports and services to achieve the goals of improving diversity in the building trades and growing minority- and women-owned business enterprises (M/WBE). Through these efforts, Rebuild is increasing opportunities for the participation of M/WBE construction contractors and professional services firms, and implementing workforce diversity programs. Rebuild's programs focus on improving diversity in the skilled trades and providing an opportunity for Philadelphia residents to obtain and earn a sustainable living wage.

#### **What You'll Do:**

- Gather & analyze data related to minority participation in the skilled trades and contracting opportunities specifically in Philadelphia
- Collaborate with partners to increase the number of certified M/WBE vendors included in the City's registry
- Track and analyze M/WBE vendor challenges and successes through our Rebuild Ready and Emerging Vendors program
- Produce reports and present findings to Rebuild staff

#### **What You'll Learn:**

- Deep understanding of the barriers to access for M/WBE vendors and within the skilled trades
- Procurement processes
- Program evaluation
- Data tracking & analysis
- Partnership & collaboration best practices
- Public Speaking & facilitation

#### **What You'll Bring:**

- Personal & professional accountability
- Commitment to diversity, equity and inclusion
- Strong communication skills
- Basic computer literacy
- Detail & solutions oriented approach

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## ***Disability Equity VISTA***

### ***Mayor's Office For People With Disabilities (MOPD)***

Economic Opportunity: other (ex. access to reentry services, access to city services)

#### **Project Goal:**

The goal of the Mayor's Office for People with Disabilities is to bridge the gap in access to city resources for people with disabilities. When a person with a disability can attain employment and have the resources to maintain it, the income level for the community in which the person lives, improves. To create sustainable outcomes, the VISTA will work with community partners focused on viable solutions to reduce these inequities in the community. Partnerships with residents about the types of access that are needed will be gathered via surveys and focus groups.

#### **What You'll Do:**

- Create surveys and frameworks for focus groups to gather feedback from community members regarding access needs and opportunities
- Examine and report the contributing factors for the inequities in these communities through community engagement
- Track findings and input from community engagements to inform next steps
- Assist in the creation of communication materials and support outreach efforts
- Identify and initiate community partnerships to create viable solutions focused on improving inequities in the disability community

#### **What You'll Learn:**

- Research and data analysis
- Collaboration & partnership best practices
- Public speaking & facilitation
- Familiarity with research and data tools, including Census results
- Understanding of the Americans with Disabilities Act (ADA) & the ADA Transition Plan

#### **What You'll Bring:**

- Basic computer literacy
- Strong communication skills
- A willingness to learn

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## ***AmeriCorps Financial Empowerment Services VISTA***

### ***Mayor's Office of Civic Engagement and Volunteer Service***

#### **Economic Opportunity: Employment/Workforce Development**

#### **Project Goal:**

Service years are impactful experiences that prepare individuals to build successful careers in education, policy, health care, environmental stewardship and more. However, service years aren't always accessible to low-income individuals and people of color, despite evidence that shows they would benefit most from these opportunities as career and educational pathways. This VISTA project will build a data-driven, sustainable model for an emergency fund and support services strategy that will address the immediate emergency and financial needs of AmeriCorps members throughout their term of service. The outcome of this project is to sustain a pathway for individuals experiencing poverty to reach their career goals through service.

#### **What You'll Do:**

- Collaborate with staff to implement the financial sustainability plan for the AmeriCorps Financial Empowerment Services (AFES)
- Establish new partnerships for long-term member support
- Engage in coalition-building efforts to strengthen the connection between AmeriCorps programs/members and AFES
- Examine the impact of AFES and identify & implement changes to improve our second program year

#### **What You'll Learn:**

- Best practices in coalition & partnership building/stewardship
- Program development & evaluation
- Fundraising & resource development
- Equitable Engagement strategies & tools
- Project management

#### **What You'll Bring:**

- Commitment to diversity, equity, and inclusion
- Relationship building skills
- Interest and/or experience in project management
- Solutions oriented approach

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## ***Serve Philadelphia VISTA Leader***

### ***Mayor's Office of Civic Engagement & Volunteer Service***

#### **Project Goal:**

The City of Philadelphia must address its 22% poverty rate with a clear and coordinated strategy for engaging volunteers to address challenges that contribute to poverty. This strategy includes a diverse and far-reaching set of City agencies and departments, many lack the capacity, resources, and time to develop and implement high impact anti-poverty initiatives. The Serve Philadelphia VISTA Corps is the key to the City's ability to develop, implement and evaluate solutions to the City's greatest challenges in alleviating poverty. Serve VISTA Leaders are integral to the success of Corps members and, therefore, moving the needle on poverty in Philadelphia.

#### **What You'll Do:**

Serve Philadelphia VISTA Leaders work closely with Serve VISTA program staff to expand the impact and reach of our program. Serve Philadelphia VISTA Leaders will co-create and support the implementation of sustainable strategies to:

- increase the presence and awareness of the program within the city
- enhance VISTA Corps Member recruitment, onboarding, and retention efforts
- assess the impact of Serve Philadelphia VISTA projects
- provide consistent, intentional, and positive member support
- bolster VISTA supervisor training and development

#### **What You'll Learn:**

- Project Management
- Equitable engagement strategies & tools
- Program evaluation/feedback implementation
- Public speaking & facilitation
- Curriculum development

#### **What You'll Bring:**

- VISTA Leaders have successfully completed at least one year of VISTA service, or one full term of full-time service with either AmeriCorps State and National or AmeriCorps National Civilian Community Corps (NCCC), or at least one traditional term of Peace Corps service
- High level of emotional intelligence
- Ability to motivate diverse groups
- Excellent interpersonal and communication skills

#### **Additional Benefits:**

VISTA Leaders receive additional professional development opportunities through Serve Philadelphia and AmeriCorps, exciting networking opportunities within the city, and a bi-weekly living allowance of \$767.20.

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## ***Food Security Initiatives VISTA***

### ***Office of Children and Families***

#### **Healthy Futures: Food Security**

#### **Project Goal:**

The Office of Children and Families (OCF) developed a pandemic food security response that included over 100 food and meal sites serving students, adults, and seniors, plus a free food distribution map. COVID-19 continues to exacerbate food and financial inequities in historically disadvantaged communities. The VISTA will help build our food security initiatives into sustainable models that enhance OCF's services and city-wide reach.

#### **What You'll Do:**

- Develop culturally and linguistically relevant community needs assessments and evaluation tools to understand how to best meet people's needs and how to best connect residents to resources and benefits that lead to food and financial security
- Share collected data with partners and residents to identify collaborative solutions
- Establish a system for connecting food-insecure families at OCF programs to resources and benefits in a culturally and linguistically relevant manner
- Create materials and tools to share information about City resources that can support residents

#### **What You'll Learn:**

- Understanding of food insecurity and its root causes in Philadelphia
- Qualitative and quantitative evaluation methods with a focus on equitable and culturally relevant methods
- Equitable Engagement strategies & tools
- To practice effective communication skills when working with different audiences; to identify and share information about multiple City resources that can support resident

#### **What You'll Bring:**

- Commitment to diversity, equity, and inclusion
- Personal & professional accountability
- Strong communication skills
- An interest in personal & professional growth and critical reflection

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## ***Foster Grandparent Program Educational Research VISTA***

### ***Office of Children and Families, Foster Grandparent Program***

Education: School readiness and learning loss

#### **Project Goal:**

The Foster Grandparent Program provides free tutoring and mentoring to at-risk youth in schools and day care settings throughout Philadelphia. We're currently missing a key demographic of at-risk youth that need those services. The VISTA will address this disparity by researching alternative sites that may benefit from academic and social supports for youth, for example: family shelters, rehab clinics, hospitals, etc. By reaching this under-served population, our program can meet the needs of youth at a critical stage in their academic and social development.

#### **What You'll Do:**

- Establish & utilize a system for collecting data
- Analyze collected data to identify community needs and potential partner sites
- Create an interview process for prospective partner sites
- Complete a comprehensive report to outline findings and recommendations
- Initiate relationships with current community partners and volunteers

#### **What You'll Learn:**

- Data collection and analysis
- Best practices in partnership building
- How to expand your professional network
- How to develop processes and reports

#### **What You'll Bring:**

- Approachable demeanor
- Strong written and verbal communication skills
- Passionate about learning
- Interest and/or experience in data collection and/or analysis

## ***Data and Research Integration for Economic Mobility VISTA***

### ***Office of Community Empowerment & Opportunity***

Economic Opportunity: other (ex. access to reentry services, access to city services)

#### **Project Goal:**

Creating a data and research integration team will position the city to make more impactful decisions to improve economic mobility and create better pathways to economic opportunity for the city's most vulnerable, thus moving the needle on the percentage of those living in poverty in Philadelphia. The Data and Research Integration VISTA will focus on capacity-building within the launch and implementation of this work by:

- Developing an assessment of resources needed to sustain the work
- Building a data equity policy
- Building CEO resource library for the current portfolio of research projects
- Creating a community-informed engagement template for projects
- Assisting with the development of staffing and fundraising plans

#### **What You'll Do:**

- Collaborate with CEO staff and consultant in building a plan for implementation of the new research unit and related strategies
- Review and update the current assessment of local, regional, national, and international economic mobility research
- Document best practices and engage with those organizations for information gathering
- Research and learn about best practices for embedding racial equity into research projects; collaborate with staff & consultants to build racial equity-centered practices

#### **What You'll Learn:**

- An understanding of current and historical functions of Community Action in the United States and how they fit within the anti-poverty model
- Racial Equity Tools: access to trainings, from organizations like the [Government Alliance on Race and Equity](#)
- Oral and written communications skills, research, project management, collaboration

#### **What You'll Bring:**

- Solutions-oriented approach
- Interest and/or experience in project management
- Relationship building skills

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## **Re-Entry Housing VISTA**

### **Office of Community Empowerment and Opportunity**

Economic Opportunity: Housing (esp. displacement due to COVID-19 and eviction prevention)

#### **Project Goal:**

The VISTA will be a key member of a team assembled to pursue enhanced investment in support for housing and other basic needs for individuals returning from incarceration. The VISTA will work on research, reports, and presentations to help secure funding for this investment. The VISTA will also work with stakeholders to help design a program that will best meet the needs of individuals returning from incarceration.

#### **What You'll Do:**

- Collaborate with staff to secure funds to expand this work in Philadelphia
- Work together with stakeholders to design the program(s)
- Create protocols and contract provisions with external providers
- Establish and utilize a data collection process for program evaluation & reporting
- Participate in the community of practice focused on investing in re-entry housing

#### **What You'll Learn:**

- Deep understanding of housing & basics needs for returning citizens
- Equitable engagement strategies & tools
- Program implementation & evaluation
- Best practices in collaboration & partnership building
- Resource development
- How to expand your network with seasoned professionals in the areas of program design, fundraising, and policy

#### **What You'll Bring:**

- Solutions-oriented approach
- Flexible
- Collaborative
- Excellent written & verbal communication skills

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## ***Consumer Financial Protection VISTA***

### ***Office of Community Empowerment and Opportunity***

Economic Opportunity: other (ex. access to reentry services, access to city services)

#### **Project Goal:**

Consumer fraud and predatory consumer practices strip wealth from low-wealth individuals and transfers that wealth to high-wealth individuals. This project will support a newly created Consumer Financial Protection Task Force that works to mitigate consumer threats through enforcement, outreach, and legislation. The Task Force will work for three years, at the conclusion of which the Task Force will either be renewed, dissolved, or transitioned to a permanent office based on then existing needs and resources.

#### **What You'll Do:**

- Collaborate with Task Force members to identify consumer threats and the best means of stopping them
- Research best practices in consumer protection & identify successful interventions
- Track Task Force activities
- Produce a year-end report on the Task Force's accomplishments and findings

#### **What You'll Learn:**

- How to identify consumer fraud & predatory consumer practices
- Research & report writing
- Public speaking & facilitation
- Best practices in coalition building
- Policy development and implementation
- How to expand your network with seasoned professionals in the areas of consumer protection and policy

#### **What You'll Bring:**

- Solutions-oriented approach
- Flexibility
- Collaborative mindset
- Excellent written & verbal communication skills

## ***Benefits Access Policy & Program VISTA***

### ***Office of Community Empowerment and Opportunity***

Economic Opportunity: other (ex. access to reentry services, access to city services)

#### **Project Goal:**

Local, state, and federal benefits are among the most significant poverty-fighting tools we have. They reduce the cost of living, offer cash assistance, and stabilize households. Accessing the benefits for which an individual is qualified can be overwhelming, and programs are often designed to keep people out. Philadelphia has made great strides in strengthening benefits access, but too many still lack access to the benefits they deserve. The VISTA will conduct research, coordinate work with partners, and identify policy solutions that would maximize benefits enrollment for Philadelphians. The VISTA will help create the systems, communications channels, and policy changes that staff would implement during and after the project concludes.

#### **What You'll Do:**

- Conduct research on eligibility and enrollment for key benefits, and strategies that can be advanced to avoid the "benefits cliff" that penalizes families
- Identify where benefits outreach strategies can be strengthened and/or tailored
- Improve the quality of our data collection model
- Use data to make policy and program recommendations
- Support external communications and relationships with vital stakeholders

#### **What You'll Learn:**

- Research and Data visualization
- Policy analysis and development
- Public speaking
- Partnership/relationships building
- Advocacy

#### **What You'll Bring:**

- Strong written & verbal communication skills
- Commitment to racial equity
- Strong attention to detail
- Interest and/or experience in project management
- Flexibility
- Interest in policy as a tool for change

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## ***Promise Zone VISTA***

### ***Office of Community Empowerment and Opportunity***

Economic Opportunity: other (ex. access to reentry services, access to city services)

#### **Project Goal:**

The West Philadelphia Promise Zone will begin the tenth and final year of the ten-year federal designation. With a strong foundation of more than 100 Promise Zone partner agencies implementing a collective impact strategy, Promise Zone VISTAs will focus on the work that supports resident capacity building and resources needed to make our work sustainable for community-based organizations, civic and resident groups. Project goals include: Comprehensive data, reporting, and policy analysis; Greater community capacity building and volunteer engagement; Targeted youth engagement; Continued communications and resident engagement; Funding sustainability.

#### **What You'll Do:**

- Community capacity building and resident engagement
- Strengthen resources for collecting, analyzing and disseminating data
- Develop materials and resources to train Promise Zone stakeholders in collective impact

#### **What You'll Learn:**

- Equitable engagement strategies & tools
- Communication
- Public policy analysis & development (especially pertaining to housing, workforce, economic development, health, education and public safety)
- Data analysis and visualization, including GIS (Geographic Information System)
- Public speaking/presentations, and meeting facilitation
- How to expand your network with a wide range of public and non-profit agencies that participate in the Promise Zone collaborative, providing opportunities for career exploration

#### **What You'll Bring:**

- Strong written & verbal communication
- Collaboration and coalition building skills
- Commitment to diversity, equity, and inclusion
- Personal & professional accountability
- Basic computer literacy

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Questions? Call us: (215) 686-0823 or email us: [ServeVISTA@phila.gov](mailto:ServeVISTA@phila.gov)



## ***Food Services Engagement VISTA***

### ***Office of Homeless Services***

#### **Healthy Futures: Food Security**

#### **Project Goal:**

According to USDA 2022 data, Philadelphia has over 250,000 individuals who lack access to nutritious foods. 16 out of 100 households in Philadelphia are food insecure. The Office of Homeless Services procures and distributes food to 31 emergency shelters and 28 emergency meal sites in Philadelphia.

#### **What You'll Do:**

- Develop standards for gathering consistent shelter resident meal service recommendations
- Establish and incorporate guidelines for implementing shelter resident and provider feedback into shelter meal services, and the Office of Homeless Services' Request for Proposal process for food service management companies and food ordering practices
- Create an evaluation tool to measure how shelter residents' meal service recommendations are incorporated
- Evaluate the OHS warehouse's current inventory system and food ordering practices; Advise process improvements that meet residents' needs and balance cultural relevance, nutrition, and taste

#### **What You'll Learn:**

- Program evaluation
- Research & data analysis
- Equitable Engagement strategies & tools
- Feedback process development
- Project management

#### **What You'll Bring:**

- Interest and/or experience in project management
- Basic computer literacy
- Strong written & verbal communication
- Organizational skills

## ***Immigrant Community Capacity Building VISTA***

### ***Office of Immigrant Affairs***

Economic Opportunity: other (ex. access to reentry services, access to city services)

#### **Project Goal:**

The vitality of the immigrant community in Philadelphia depends on the government's ability to partner with community-based organizations that provide key culturally competent services. Black immigrant communities in Philadelphia face issues of poverty, language access, trauma (as refugees), unequal access to quality and reliable health care and race-based discrimination. Office of Immigrant Affairs seeks to support African and Caribbean immigrant serving organizations as vehicles for community growth and economic development. OIA will develop a capacity building collaborative to provide culturally competent technical assistance and organizational development tools to community organizations.

#### **What You'll Do:**

- Collaborate with immigrant-led community-based organizations to increase their capacity & efficiency
- Research and develop best practices for capacity building models
- Serve as the convener of cohorts for check-ins and training opportunities
- Conduct outreach and build relationships with capacity building providers
- Work with capacity building partners to develop curriculum and training modules

#### **What You'll Learn:**

- Research & analysis
- Program design, implementation & evaluation
- Best practices in coalition & relationship building
- Curriculum development
- Equitable engagement strategies & tools

#### **What You'll Bring:**

- Personal & professional accountability
- Relationship building skills
- Interest in resource development & non-profit management
- Strong Organizational skills
- Commitment to racial equity
- ***Proficiency/Fluency in an African or Caribbean language or deep knowledge of an African or Caribbean population is a plus***

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## ***Strategic Engagement VISTA***

### ***Office of Worker Protections/ Labor***

#### **Economic Opportunity: Employment/Workforce Development**

#### **Project Goal:**

The Strategic Engagement VISTA will build structural capacity for the Office of Worker Protections and will prioritize the Fair Workweek law, a labor law that protects fair scheduling and increases economic security for certain service retail and hospitality workers. Shortfalls in weekly work hours (under employment), low wages, wage and job protection, and lack of access to benefits fuel poverty. Sustainable outcomes include increased worker protection resources, strengthened partnerships, and increased presence of the office on public platforms.

#### **What You'll Do:**

- Develop and organize resources, including expanding language access,
- Increase visibility of the office by developing media tools and structures for media engagement
- Engage stakeholders for long term relationship with the office
- Identify and lead implementation for at least one unified project

#### **What You'll Learn:**

- Best practices in producing compelling written and digital materials
- Use of public engagement tools to identify target goals
- Best practices to develop and organize resources, including expanding language access
- Public speaking and facilitation
- Expand media/communications portfolio

#### **What You'll Bring:**

- Strong relationship-building skills
- Interest and/or experience in project management
- Commitment to social justice & racial equity:
- Interest and/or experience in media relations, branding, digital marketing and other communication skills
- Experience using Word, Office, Canva, Etc.