



ALBANY COUNTY
LAND BANK CORPORATION

**AmeriCorps Member
Service Opportunity
Full-Time Position
1700 hours in 10 months**



LISC

The Albany County Land Bank Corporation and Local Initiatives Support Corporation are seeking a full-time AmeriCorps member to serve as a Community Outreach Coordinator. The candidate will ideally begin service on November 1, 2017 and serve a minimum of 1700 hours through the end of his/her term on August 31, 2018.

ORGANIZATION BACKGROUNDS

The Albany County Land Bank was established in early 2014 by Albany County to facilitate the process of acquiring, improving and redistributing vacant and abandoned properties. The Land Bank is a nonprofit organization committed to improving neighborhoods and has a responsibility to improve Land Bank properties and return them to productive use. In just over three years, the Albany County Land Bank has grown to be one of the largest and most active land banks in New York State, acquiring over 630 tax-foreclosed, vacant and abandoned properties, making more than 200 property improvements including cleaning up vacant lots, abating and stabilizing structures, demolishing blighted buildings and completing full rehabilitations. The Land Bank has invested over \$2.5 million into improving properties and incentivized an additional \$7 million in private investment. The Land Bank has enabled the return of well over 200 vacant and abandoned properties through pending and closed sales which will allow millions of dollars of assessed value to return to Albany County's tax rolls.

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 New York State Housing Stabilization Fund (“the Fund”) is a LISC initiative developed in coordination with the Office of the New York State Attorney General. The Fund uses funds generated from New York's bank settlements as a result of the mortgage crisis to fund affordable housing, land banks, and anti-blight initiatives in the state. The goal of the Fund's AmeriCorps program is to enhance the capacity of the state's certified land banks to develop new initiatives, increase collaborative efforts with non-profit and community-based partners in targeted communities, and engage in innovative approaches to working with residents to solve community challenges posed by tax foreclosed and vacant buildings and properties.

AMERICORPS MEMBER ACTIVITIES AND RESPONSIBILITIES

The Community Outreach Coordinator will be responsible for assisting the Land Bank with engaging communities throughout Albany County to help increase awareness of the Land Bank and increase its market base throughout the County.

- Help lead the Land Bank's community outreach processes in multiple neighborhoods throughout Albany County
- Assist Land Bank leadership with growing and strengthening its community outreach strategy to increase awareness of the Land Bank and promote its operations to increase its market base and create more opportunities for community members
- Assist the Land Bank with creating and deploying outreach materials, including digital newsletters and helping to grow and maintain the organization's social media presence
- Represent the Land Bank in public forums; help educate residents about Land Banks and communicate the Land Bank application/property purchase process
- Help increase the number of successful applicants for Land Bank properties
- Help strengthen existing and cultivate new relationships with local community groups, neighborhood associations and civic organizations, cultural, educational and professional organizations, and advocacy groups
- Create, coordinate and attend special events, volunteer opportunities and related programs on behalf of the Land Bank
- Work closely with multiple stakeholders and Land Bank staff to develop related strategies and identify actionable programs

CAREER DEVELOPMENT AND SERVICE REQUIREMENTS

Members perform day to day service at the Albany County Land Bank and are expected to attend and participate in all LISC AmeriCorps sponsored activities including but not limited to:

- Attending a national leadership conference tentatively scheduled for March 2018;
- Attending all locally sponsored monthly meetings;
- Participating in nationally sponsored webinars;
- Actively participating in at least two locally identified and team coordinated service projects (one for Dr. Martin Luther King, Jr. Day of Service and one for National AmeriCorps Week); and,
- Engaging in any other LISC events as determined by the NYS Housing Stabilization Fund.

This is an AmeriCorps position. LISC and the Albany County Land Bank 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

- Experience or educational background in relevant field; experience or demonstrated interest in community development, planning, housing, policy marketing, communications or related field preferred
- Knowledge and experience in community organizing and/or outreach
- Familiarity with community development methods, experience planning and facilitating meetings, identifying community needs, working with community leaders and volunteers of diverse backgrounds, a plus
- Experience and strong commitment to engaging and collaborating with a variety of stakeholders
- Familiarity with the area the Land Bank serves is a plus
- Possess a valid NYS driver's license
- 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 (Microsoft Word, Excel and PowerPoint)
- Excellent written and oral communication skills
- Excellent organizational and time management skills
- Ability to work a flexible schedule (some early mornings, nights or weekends may be required)

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:

- Be eligible to earn 100% of a full-time education award
- Be eligible to perform a term of national service
- 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 upper age limit)
- Have unexpired proof of status as a US citizen or possess permanent resident status and be able to provide documentation as determined by CNCS
- Be available to serve for a full 10 month period of time
- Be able to complete at least 1700 hours of service within the 10 months of service as well as serve the full term of the service

NATIONAL SERVICE CRIMINAL HISTORY SEARCH REQUIREMENT

If a candidate has a criminal record, it does not necessarily make a candidate ineligible for service. Only candidates who are subject to registry on the National Sex Offender Public Website or have been convicted of First Degree Murder may not participate as an AmeriCorps member. Only candidates being offered and then accepting the position must consent to a search of the National Sex Offender Public Website, a State Level Criminal History Search and an FBI search. Consent is provided via the LISC AmeriCorps application.

PROGRAM BENEFITS

Upon successful completion of the term of service, the member will be eligible for a \$5,815 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 taxable and paid in 20 equal checks twice a month from LISC. Direct deposit is 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).

HOW TO APPLY:

To apply please send a resume and cover letter to: Adam Zaranko at azaranko@albanycountylandbank.org.

*We promote equal opportunity in selecting AmeriCorps members.
We are committed to diversity and inclusion in the selection process.*