



AmeriCorps VISTA Discovery Fellow Position Description

Can you imagine being part of a national model for engaging underrepresented students in science and conservation? At Ocean Discovery Institute we use science to engage young people from urban, underserved backgrounds and empower them to transform their lives, their community, and ultimately our world as scientific and conservation leaders. We are honored and proud to have received the Presidential Award for Excellence in Science, Mathematics, and Engineering Mentoring given by President Obama, and most recently recognized as a [CNN Hero](#). The National Oceanic and Atmospheric Administration has also distinguished our model to be at the vanguard of innovation and impact and has invested in replicating this work in other regions of our nation.

This is an exciting time to join our team, as we are growing to serve over 20,000 students annually with the opening of our [Living Lab](#). We seek diverse, skilled, and driven talent to help us get there and continue to deliver exceptional programming. We see the difference our work makes in the lives of young people in one of San Diego's most underserved communities, and we are looking for you to join the team to enable this growth!

As an **AmeriCorps VISTA Discovery Fellow**, you'll help build capacity to better deliver innovative science education to an entire community, creating the next generation of science and conservation leaders. There are three VISTA positions currently available:

Program Evaluation: Effective program evaluation is critical to effective program management. Help us address this significant need to ensure our innovative programs are empowering youth and their communities through science. To learn more and apply click, [here](#).

Resource Development: Help manage relationships with current and future supporters in our effort to secure the resources needed to provide our transformational, tuition-free science education and mentorship programs. To learn more and apply click, [here](#).

Volunteer Engagement: Expand our volunteer program by enhancing systems and tools needed to recruit, manage, retain, and celebrate the volunteers that help us deliver innovative science education to an entire community and create the next generation of science and conservation leaders. To learn more and apply, click [here](#).

Beyond the deep level of satisfaction gained through service, you will also develop skills to prepare for future success in non-profit management, systems development, and capacity building. Over time, you will increase your impact with progressive skills and grow your leadership through increased responsibilities. You will receive training and experiences proven to improve project management, leadership, and communication skills while creating an individual growth plan to support your career path. Upon completion of the fellowship you will be prepared to transition into graduate school or the next stage of your career path as a well-rounded professional with the experience, skills, and expertise needed to succeed.

Requirements:

- College graduate with a bachelor's degree.
- Highly proficient in Microsoft Office including Word, Excel, Outlook, and PowerPoint.
- Pass a fingerprinting / background check.
- Reliable transportation preferred, with valid Driver's License, vehicle insurance, and clean driving record.

Qualifications:

- Passion for, commitment to, and understanding of AmeriCorps VISTA mission and volunteer service.
- Demonstrate a deep understanding of the community we serve, such as:
 - Graduating from our programs,
 - Living in the community of City Heights, or
 - Living in or from a community similar to City Heights.
- Interest in project management, developing systems, and managing data.
- Ability to work as part of team in a fast paced, dynamic work environment.

ABOUT US

- We believe in our students so they can believe in themselves.
- We value learning, diversity, stewardship, leadership, and passion.
- We do what we say we will do.
- We develop our staff as leaders.
- We build authentic relationships.
- We make an impact on young lives by working as a professional, energetic, and highly successful team.

TIME COMMITMENT

- 1-2 years of full-time service (approx. 40 hrs/week). A second year is optional and highly encouraged.
- Some evening and weekend work required.

AMERICORPS VISTA CONTRACT:

- Each service contract (max 2 years) includes the following benefits as set by AmeriCorps:
 - Living Allowance:
 - Approximately \$15,269 per year (subject to change) paid on a bi-weekly basis.
 - Subject to all applicable federal, state and local income taxes.
 - Segal Educational Award:
 - Approximately \$5,730 upon completion of 12-month service contract or approximately \$1,500 end of service stipend.
 - Potential for Student Loan Deferment.
 - To learn more about VISTA and the benefits highlighted above, please visit:
<http://www.nationalservice.gov/programs/ameri-corps/ameri-corps-vista>.
- Ocean Discovery Benefits and Provisions:
 - 1-2 weeks of time off.
 - Annual uniform and dress code stipend.

START DATE

- March 3rd, 2017

HOW TO APPLY

- Create an AmeriCorps profile here: <https://my.americorps.gov/mp/login.do>
- Search “Listings”, enter “Program Type” (AmeriCorps VISTA), “State” (California), and “Program Name” (Ocean Discovery Institute).
- Select the “Program Name” you would like to apply for then click “Apply Now!”
- Ocean Discovery will review submitted applications and schedule interviews.

If you have any questions, please contact Travis Kemnitz, Director of Talent and Culture, at tkemnitz@oceandi.org or 858.488.3849.

EEO Employer