



**FocusFirst Outreach Team Lead - Regional Office, AmeriCorps Member  
Position Description**

**Now offering a \$1,000 sign-on bonus!**

**Organizational Description:**

Many young adults graduate college with a drive to change their world and learn the best ways to support under-resourced communities. Impact America provides an opportunity for recent graduates to engage with their communities in a meaningful way, broadening their perspectives and making a real impact. As an AmeriCorps member with Impact America, you would spend a year of service after graduation at a nationally recognized organization working to mitigate the effects of poverty, while also gaining professional experience and a broadened perspective.

**Position Description:**

The FocusFirst Team Leads manage the implementation of the FocusFirst vision screening initiative in the regional service area, with special focus given to outreach, scheduling, community partner relationships, and program logistics. The Team Leads collaborate with Impact America regional staff, FocusFirst Director, and community partners to create and implement a plan for annual vision screenings, ensuring program targets are met. Screenings take place during the academic year between August and May, and follow-up care is provided by local eye care providers in coordination with Sight Savers America.

**Position Responsibilities:**

- Outreach
  - Conducts outreach to childcare centers within their office's service footprint through phone calls, meetings, visits, etc.
  - Help to develop outreach plan and expand footprint of FocusFirst within South Carolina
- Schedules vision screenings
  - Makes phone calls to childcare centers and keeps track of all screening details
  - Keeps track of scheduling requirements
- Conduct vision screenings at Head Start and daycare centers at targeted counties in South Carolina
- Prepares and mails screening packets to child care centers in advance of the screening
- Prepares screening assignment forms in advance of the screening
- Compiles program data to ensure all children who fail the screening are referred to our partner for follow-up care
- Provides consistent communication with local community partners
- Participates in local health advisory boards and other opportunities to build and strengthen the program's community presence
- Supports various aspects of volunteer management as needed, including recruitment, building long-term relationships, volunteer communication, training, scheduling, and recognition.

- Identify and develops ways to improve the overall FocusFirst experience in collaboration with the National Team Lead and FocusFirst Director
- Updates region-specific outreach team leader playbook throughout the service year

### **Expectations**

- Positive attitude and rapport with Service Members and Community Members
- Collaborative spirit with the whole leadership team
- Adherence to assigned deadlines for projects
- Strong organizational skills and attention to detail
- Flexibility in a dynamic service environment
- Strong self management skills and willingness to take initiative
- Participate as requested in leadership team meetings and other program-specific meetings
- Ability to handle multiple tasks at once
- Creative and analytical thinking
- Highly independent and organized

Positions are currently available in Greenville, SC.

**Service Term:** January 2023- June 2023

### **Skills Required:**

Successful candidates will exhibit a commitment to improving the lives of economically disadvantaged families, a record of community service and/or civic engagement, leadership skills, and the ability to work well with a diverse group of individuals (e.g., college students, children, community partners), flexibility in a fast-paced environment, and a positive attitude.

### **Additional Information:**

Impact America is an AmeriCorps Program®. Benefits include the following:

- \$1,900 monthly living stipend
- \$2,474.27 education award (received upon completion of the term of service)
- Health insurance
- Meals when providing service outside of your home county
- Mileage reimbursement when driving your personal car for service
- All travel costs during overnight trips (hotel, rental car, meals)
- Ongoing professional development and training

### **Health Insurance**

A health benefits policy is administered by The Corps Network/CIGNA and would be available to you upon request. If you currently have other coverage (through a spouse, parent, or individual plan), you must sign a waiver of health insurance coverage which indicates that you have been made aware of the availability of health benefits and have chosen not to enroll.

### **Childcare Allowance**



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The allowance will be provided directly to a childcare provider determined by AmeriCorps if you qualify for the allowance. The child care allowance will distribute this allowance evenly over the term of service on a bi-weekly basis.

### **Education Award**

For successful completion of a full-time 675-hour term, you would receive an education award in the amount of \$2,474.27. As an AmeriCorps member, failure to disclose to the Program any history of having been released for cause from another AmeriCorps Program would render you ineligible to receive the education award. **As an AmeriCorps member, you are entitled to two (2) full-time education awards in the course of their life, even if you serve for more than two terms of service.**

### **Student Loan Forbearance**

If you have received forbearance on a qualified student loan during your term of service, the National Service Trust will repay a portion or all of the interest that accrued on the loan during your term of service. Note: The term of service may differ from your time commitment with the program.

### **Travel**

As an AmeriCorps member serving with Impact America, you should expect frequent travel across your state, including optional overnight travel. You should expect approximately 50% of your time will be spent traveling to provide service.

### **Eligibility Requirements:**

- Documentation of status as a U.S. Citizen, U.S. National, or lawful permanent resident alien (AmeriCorps eligibility requirement)
- Completion of a college degree (exceptions may be made on a case-by-case basis with prior approval)
- Submit to a criminal background check, including an FBI check, NSOPW check, a statewide check in the applicant's state of residence at the time of application, a statewide check in the applicant's state of service (if different than the state of residence)
- At least 18 years of age

Impact America welcomes applications from individuals with disabilities. We have sought to identify the essential functions and physical requirements of all service positions and will make reasonable accommodations through scheduling, task reassignment, and other methods to accommodate applicants and AmeriCorps members. Please contact us should you need accommodations in order to apply.

### **About Impact America**

Impact America engages recent graduates and college students to address community needs, empowering a generation through collaborative efforts to promote change in the communities we serve.