

**Program Coordinator – Full or Part
Time (AmeriCorps Member)
Reports To: Program Director**



Senior Charity Care Foundation (SCCF) is looking for inspired individuals who want to serve the community and give back to some of our greatest generations. You will obtain real-world experience by serving Utah's seniors through national service in AmeriCorps. Members will assist the Senior Charity Care Foundation by ensuring patients obtain critical healthcare needs.

In the state of Utah, over 200,000 of our seniors live in poverty. Unable to afford basic health, dental, and vision costs, many suffer in silence. Some have little to no family support, and make due with minimal and insufficient public assistance.

Founded in 2011, Senior Charity Care Foundation has stepped in to help fill this gap. Our Mobile Dental Clinics currently serve dozens of Care Facilities in Northern Utah, treating hundreds of seniors on a donated or heavily subsidized basis. We are looking to expand the breadth and quality of our services—including our new Vision and Audiology programs—to bring to life our vision of a suffering-free retirement for all Utahans.

AmeriCorps is a network of national service programs, made up of three primary programs that each take a different approach to improving lives and fostering civic engagement. Members commit their time to address critical community needs like increasing academic achievement, mentoring youth, fighting poverty, sustaining national parks, preparing for disasters, and more.

As a Program Coordinator AmeriCorps member assigned to the Senior Charity Care Foundation, you will have a unique opportunity to expand and develop our efforts to offer direct, targeted service to seniors in need.

Duties will include:

- Promoting SCCF's programs.
- Hosting local events and presentations.
- Recruiting service providers.
- Managing community volunteers.
- Identifying and enrolling qualifying seniors.

This is a part-time, national service position. It is a commitment of 1700 (Full-Time) or 900 (Half-Time) service hours through October 1st, 2020. A stipend to cover living expenses is given to all members, totaling **\$1,152.50 (Full-Time) or \$541.66 per month (Half-Time)** and is paid bi-weekly.

Part of AmeriCorps' purpose is to invest in its members as they invest in their communities. As such, we are proud to offer the Eli Segal AmeriCorps Education Award to our members. **\$5920.00 (Full-Time) or \$2907.50 (Half-Time) for tuition, student loans, and education-related expenses will be awarded upon successful completion of this commitment.**

Qualifications and Skills:

- **A desire to serve your country and give back to your community, including a passion for helping our seniors.**
- You must be a U.S. citizen, U.S. national, or legal permanent resident alien of the United States to be an AmeriCorps member.
- You must pass a criminal background check.
- High School Diploma/G D.
- Good written and verbal communication skills.
- Computer skills, including proficiency in the Microsoft Office Suite and Google Cloud Services (Google Drive, Docs, Sheets, Calendar, etc.).
- Multilingual applicants are encouraged.

SCCF reserves the right to require drug testing.



This program is available to all, without regard to race, color, national origin, disability, age, sex, political affiliation, or, in most instances, religion. It is also unlawful to retaliate against any person who, or organization that, files a complaint about such discrimination. In addition to filing a complaint with local and state agencies that are responsible for resolving discrimination complaints, you may bring a complaint to the attention of the Corporation for National and Community Service. If you believe that you or others have been discriminated against, or if you want more information, contact:

(Name, address, phone number – both voice and TTY, and preferably toll free – FAX number and email address of the recipient) or
Office of Civil Right and Inclusiveness
Corporation for National and Community Service
250 E Street, SW
Washington, DC 20525
(800) 833-3722 (TTY and reasonable accommodation line)
(202) 565-3465 (FAX); eo@cns.gov (email)