



Community Building Research - AmeriCorps Summer VISTA

The Neighborhood Developers, Inc.

Reports to: Community Building Director

The Neighborhood Developers, Inc. (TND) (<http://theneighborhooddevelopers.org/>) creates vibrant neighborhoods where people from all walks of life can thrive. Focused on three cities that abut Boston to the north (Chelsea, Revere, and Everett), TND delivers the following integrated programs to build equity and opportunity for both people and place: 1) **Real estate development** to expand affordable housing inventory; 2) **Resident Services** so that tenants in TND's properties remain stably housed and use the platform of an affordable home to accrue social, health, educational, and economic benefits; 3) **Community Building** to elevate the voices of residents who have traditionally held less power, enabling them to shape the future of our communities and their own lives; and 4) **Financial capabilities** to increase the prosperity of community members. TND believes in both people- and place-based solutions to create great and thriving neighborhoods. Without an engaged citizenry, entrenched social and economic issues that impact community members in our target neighborhoods will remain.

The Neighborhood Developers plans to implement satisfaction surveys in both Chelsea and Revere, that assess resident needs and neighborhood conditions in this most unusual pandemic year. Since the onset of the pandemic, TND's home cities of Chelsea and Revere have had among the highest rates of both COVID-19 and job loss in Massachusetts, with infection rates as high as five times the state average and unemployment jumping from ~3% pre-pandemic to a high of 27.5% in Revere and 24% in Chelsea. TND has responded to the crisis in many ways, yet there is still a great deal of hardship in our communities. TND's target neighborhoods are among the poorest in both cities, so it is especially valuable to get this on-the-ground perspective of how residents have fared during the crisis and to determine how much TND's work is making a difference in these hard-hit communities.

Job Description

The Community Research Summer VISTA will implement NeighborWorks America's Resident Satisfaction Survey in Chelsea, MA. The survey is administered every three years in our focus neighborhood in Chelsea, and enables TND to measure the impact of community building and financial capability programming as a snapshot (this year) and over time. The Summer VISTA will help recruit, train and coordinate the activities of resident volunteers who will assist with data collection efforts; and will complete data entry. In addition, this VISTA will support place-keeping activities in Revere, MA and will help implement post-event surveys there as well. More than fifteen months into the pandemic, these surveys will assess resident opinions on household and community needs, neighborhood conditions, and the impact of TND's work in Chelsea.

The following objectives are the focus of the VISTA's work:

1. Implement the Resident Satisfaction Survey campaign in Chelsea, and complete all relevant data entry
 - Concentrate on volunteer engagement and logistical management of the Resident Satisfaction Survey;
 - Maintain accurate records, complete Salesforce and SuccessMeasures data entry;



- Produce timely written and verbal reports;
 - Work with Communications Staff on producing flyers and implementing new social media strategies.
2. Support the implementation of place-keeping events and post-event evaluation in Revere, MA.
- Assist with promotion and volunteer recruitment
 - Assist with day-of event implementation

To accomplish these objectives, typical activities in a day can include: creating a project plan, creating instructional materials, soliciting feedback/input from colleagues on a draft plan or materials, training colleagues or volunteers on a new process, running reports, compiling spreadsheets, importing/exporting data, researching best practices, etc.

Please note this is a VISTA member position, not a staff position. The VISTA member will be supervised by the Associate Director of Community Building and will work closely with the other Community Building and Learning and Evaluation staff. The VISTA (Volunteers in Service to America) program provides full-time volunteers to nonprofit, faith-based and other community organizations to create and expand programs that bring low-income individuals and communities out of poverty. In addition to a living allowance, the VISTA program offers an education award or cash stipend, health insurance, and week-long training in a U.S. city. For more information about AmeriCorps VISTA, see <https://www.nationalservice.gov/programs/ameriCorps/ameriCorpsvista>

Qualifications

Required:

- College degree or relevant work history
- At least 18 years of age
- Excellent verbal and written communication skills
- Responsible, self-motivated, and able to carry out and prioritize multiple ongoing projects
- Thrives in a fast-paced work environment
- Ability to work occasional evenings or weekends (e.g. for focus groups), not to exceed 40 hours/week
- Strong work ethic, a good sense of humor, and a commitment to social justice
- Bi-lingual English-Spanish

Desired:

- Experience working in a diverse multi-cultural community
- Relevant experience in community building and/or placekeeping
- Proficient in Portuguese, Arabic or Khmer

To Apply

TND is an Equal Opportunity and Affirmative Action Employer.

Please email a resume and cover letter to sfosbury@tndinc.org. Applications will be accepted and reviewed on a rolling basis until the position is filled at the beginning of June 2021.

