



MAPLETON FALL CREEK DEVELOPMENT CORPORATION

Mapleton-Fall Creek Development Corporation

AmeriCorps Financial Empowerment Member

Job Summary:

Mapleton Fall Creek Development Corporation (MFCDC) is seeking an AmeriCorps Financial Empowerment member to perform activities that will stabilize and enhance MFCDC's capacity to deliver financial education services for individuals seeking resident development services including MFCDC and Mapleton Properties rental residents, MFCDC Individual Development Accounts (IDAs) participants and other interested residents living in the Mid-North community.

Primary Responsibilities:

- Create and provide trainings and activities to help integrate financial capability strategies into existing programs
- Represent MFCDC in the community with neighbors, stakeholders and service providers, delivering marketing, public relations and networking to insure the success of Mid-North residents
- Assist in assessing MFCDC's current in-house capacity
- Participate in a 6-month personal financial coaching relationship
- Help assess current residential clients' financial capability, create short, medium and long term outcomes
- Attend weekly trainings

Knowledge, Skills and Abilities:

The applicant must have proficient knowledge in the following areas:

- Excellent interpersonal and communication skills, must be comfortable working in the community and with residents
- Well-organized and detailed-oriented
- Dedicated to completing 6 months of service (Start date is Feb. 26 and the End Date is Aug. 10)
- Experience interacting with diverse communities and the ability to integrate into an existing community
- Strong computer skills including Microsoft Office
- Demonstrate commitment to national and community service

Qualifications and Experience

- High School Diploma required
- Strong verbal and written communication skills
- Ability to work effectively and collaboratively with a diverse staff and value differences of race, ethnicity, age, gender, sexual orientation, religion, ability and socio-economic circumstances
- Well-organized and detail-oriented
- Willingness to learn new skills and share that knowledge with others