

## **VISTA Leader Service Opportunity at LAF**

For over 40 years, LAF (formerly Legal Assistance Foundation) has provided free civil legal assistance to people living in poverty in metropolitan Chicago. Each year LAF's more than 80 full-time attorneys, volunteers, and staff help resolve legal problems, including domestic violence, consumer fraud and unfair evictions. We represent individuals in court and administrative hearings, run community legal clinics, provide know-your-rights workshops, and work with community-based organizations to address legal issues that affect low-income families.

**Qualifications:** AmeriCorps VISTA Leaders are former VISTA members who successfully completed at least one full year of VISTA service and demonstrated exemplary skills and leadership in community service. AmeriCorps VISTA Leaders have demonstrated exceptional abilities to work constructively with community volunteers, supervisors, sponsoring organizations, and the low-income community. This position also requires a bachelor's degree. Applicants must be registered at: [http://www.americorps.gov/for\\_individuals/choose/vista.asp](http://www.americorps.gov/for_individuals/choose/vista.asp).

**Start/End Date:** This one-year position commences with VISTA Leader Pre-Service Orientation May 5-8, 2014 and ends on May 8, 2015. For current VISTAs whose service year ends after May 8, 2014, please contact Cynthia Sadkin at [csadkin@lafchicago.org](mailto:csadkin@lafchicago.org) to determine whether a later start date is possible (depends on individual circumstances).

**Responsibilities:** LAF sponsors 10 VISTAs on site and administers the VISTA program for 6 other poverty law and social justice organizations in Illinois: First Defense Legal Aid, Health Justice Project of Loyola University School of Law, Illinois Legal Aid Online, Land of Lincoln Legal Assistance Foundation, Prairie State Legal Services, and Sargent Shriver National Center on Poverty Law. Including all seven programs, we have 26 VISTAs serving in a variety of capacity building assignments. The VISTA Leader will:

- work to improve and facilitate orientation for LAF's 10 VISTAs and troubleshoot for VISTAs at the other sites
- foster communication between VISTAs, supervisors, and staff
- meet monthly with each VISTA at LAF, and quarterly (by phone or Skype) with VISTAs at other sites, to ensure progress on assignments and provide support
- work with HR/training dept. to develop appropriate trainings and connect VISTAs with resources to help them with VAD achievement and professional development
- assist VISTAs in development of service day projects
- create networking opportunities among the 7 sites to build peer support and camaraderie
- help with new VISTA member recruitment and with transitioning as VISTAs wind down their service year, including guidance for life after VISTA, end-of service benefits questions, responsible wrap-up of duties, and sustainability plans.

**Other Considerations:** Individuals are not able to hold another paying position while serving as a VISTA.

**Program Benefits:** Living allowance (\$1,226/month), choice of Education Award (\$5,550) or End of Service Stipend (\$3,000) upon successful completion of service, health coverage, life insurance, child care, relocation allowance, monthly CTA transit pass, \$300/month rental supplement, and professional development opportunities.

**To Apply:** Send cover letter (including brief description of past VISTA experience), resume, copy of college transcript and 2 references by email to [csadkin@lafchicago.org](mailto:csadkin@lafchicago.org). Put "VISTA Leader Application" in the subject line. The application deadline for this position is March 6, 2014.