

Edison Neighborhood Association LISC AmeriCorps Neighborhood Liaison

The Neighborhood Liaison will act as a bridge between the Edison Neighborhood Association and the residents of the Edison Neighborhood facilitating communication, addressing concerns, gathering feedback, and organizing initiatives to improve the local area, requiring strong interpersonal skills and deep knowledge of the community dynamics.

Key responsibilities include:

Community engagement:

- Attend neighborhood meetings and events to listen to resident concerns and feedback.
- Conduct surveys and focus groups to gauge community needs and priorities.
- Organize community forums and workshops to discuss local issues and potential solutions.

Information dissemination:

- Communicate important updates and information from the ENA to residents through various channels like newsletters, social media, and door-to-door visits.
- Provide clear explanations of policies, programs, and services available to the neighborhood.

Issue resolution:

- Identify and escalate neighborhood concerns to the relevant departments within the city.
- Act as a mediator to resolve conflicts or disputes between residents and the organization.
- Follow up on reported issues to ensure timely resolution.

Relationship building:

- Develop strong relationships with local community leaders, businesses, and resident groups.

- Collaborate with other organizations and the city of Kalamazoo to coordinate efforts and ensure alignment.

Project management:

- Implement community-driven projects and initiatives within the neighborhood.
- Monitor project progress and make adjustments as needed.

Required skills and qualifications:

- Excellent communication and interpersonal skills, including the ability to actively listen and build rapport with diverse individuals.
- Strong organizational and time management skills to manage multiple tasks and deadlines.
- Knowledge of local community issues and dynamics.
- Ability to work independently and as part of a team.
- Proficiency in basic computer skills for data collection and communication.
- Bilingual language skills are highly preferred, but not required.

Benefits:

- The position pays a total stipend of \$27,200; the stipend is taxable and paid in 22 equal checks twice a month from LISC. Direct deposit is required.
- Upon successful completion of the full term of service, the Member will be eligible for a \$7,395.00 education award to pay off existing, eligible student loans or utilize the funds to return to school at institutions that accept the education award.
- Members are eligible to place qualifying, existing student loans (not in default) into AmeriCorps forbearance or apply for income-based repayment. Certified time in AmeriCorps service may be counted toward public service loan forgiveness. Information on Public Service Loan Forgiveness can be found here: <https://studentaid.gov/>.
- A bronze-level health care benefit is available for the participant only; LISC covers 100% of the premium costs directly to the insurance provider; members have 30 days after enrollment to apply for the benefit and may also

apply during service within 60 days of a qualifying loss of coverage event.

- For members with children under the age of 13, there is a childcare subsidy benefit available which is dependent on the participant meeting all eligibility requirements (This benefit is administered by a contracted provider via the AmeriCorps Agency).
- Additional benefits for alums can be found here:
<https://www.nationalservice.gov/specialinitiatives/employers-national-service/alumni>

If you wish to be considered for this position, please send a resume and cover letter to Attn: Stephen Dupuie, Executive Director at director@edisonneighborhood.com. Please use the subject line (AmeriCorps Posting). If you have any questions, please call 269-382-0916. The position is open until filled.