



*...a lakefront community.*

**St. Clair Superior Development Corporation  
Housing Specialist AmeriCorps VISTA  
Job Description**

**BACKGROUND**

St. Clair Superior is a racially and ethnically diverse neighborhood comprised of a patchwork of people, businesses, cultures, and micro-neighborhoods along the coast of Lake Erie on Cleveland's east side. Over twenty languages are spoken in homes throughout the community every day. Uniquely urban amidst nature, the St. Clair Superior service area is adjacent to the Downtown, Glenville, Hough and Midtown neighborhoods, and the Cleveland Cultural Gardens. Our work focuses on connecting people to recourses and our vision is to build a welcoming and vibrant neighborhood that is home to a wide array of people.

**POSITION OVERVIEW**

The St. Clair Superior neighborhood has a rich history. It is one community with many cultures. Today, there are many new projects that are being designed to enhance the connection between our neighborhood and the lakefront as well as Downtown Cleveland. CHEERS (Cleveland Harbor Eastern Embayment Strategy) is led by the Cleveland Metroparks and the Cleveland Port Authority. The plan includes the creation of a new island off our neighborhood's lakefront that will enhance the ecosystem and recreation opportunities on this shoreline of Lake Erie. Additionally, the City of Cleveland is building a protected pathway down the center of Superior Avenue from Public Square (Downtown) to E 55th Street.

These will be two transformative projects for this community and St. Clair Superior Development Corporation (SCSDC) plans to develop a plan for affordable housing to enhance the quality of life for our residents. The VISTA Member will have an integral role in identifying affordable housing programs to assist neighborhood residents in maintaining safe, energy efficient homes in good repair.

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Our mission is to build a community where people live, businesses thrive,  
and visitors explore – by connecting people, strengthening the neighborhood,  
and seeking to always be accountable to the community.

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  [stclairsuperior.org](http://stclairsuperior.org)

## **What is an AmeriCorps VISTA**

AmeriCorps VISTA members serve with nonprofit organizations, public agencies, and tribal governments to make sustainable change in areas that effect poverty, including education, public health, climate, access to benefits, and more. Through activities such as fundraising, grant writing, research, and volunteer recruitment, AmeriCorps members gain professional experience and leadership skills, preparing them for a life of service in the public, private, or nonprofit sector.

## **PRIMARY RESPONSIBILITIES**

This position will aide in developing a housing agenda that prioritizes affordable housing and includes options to create more energy and water efficient homes to alleviate the burden of high energy costs.

Goals:

- To build the capacity of SCSDC to provide affordable housing to low-income individuals and communities through housing projects, housing initiatives and more.
- To build the capacity of SCSDC to provide housing counseling to low-income individuals and communities through education, housing counseling programs and more.
- To build the capacity of SCSDC to increase energy and water efficiency in housing to low-income individuals and communities through environment focused education programs and initiatives.

## **REQUIRED QUALIFICATIONS**

The candidate must be knowledgeable about community and economic development and have a passion for facilitating neighborhood redevelopment. Other qualifications include:

- A proven ability to be hard working and dedicated to mission and goal driven work
- An understanding of the concepts of institutional and structural racism and bias and their impact on underserved and underrepresented communities
- The proven ability to be a multi-tasker and flexible in the workplace
- Excellent verbal and communication skills
- Willingness to work a flexible schedule, including occasional evenings and weekends

## **PREFERRED SKILLS**

- Writing/editing
- Community Organizing and Outreach
- Public Speaking
- Architectural Planning
- GIS Skills
- Trade/Construction
- Fundraising and Grant Writing

## **COMPENSATION AND BENEFITS**

VISTA living stipend: \$877.66 every 2 weeks paid by AmeriCorps National.

VISTA Total year income: ~\$23,000 (This amount includes federal and state tax deductions)

- Health benefits (Medicaid + opt in dental, vision and free telehealth coverage)
- Opt-in childcare for dependents under 13 years. This is a direct deposit paid to your childcare provider through AmeriCorps. Application and requirements are found here:  
<https://www.americorpschildcare.com/index.cfm?applyMember>
- Relocation stipend (1-time payment of \$850 for 50-mile relocations)
- Reduction of Education cost (Loan forbearance and deferment/GED Fee reduction/Education award match)
- SNAP Eligibility
- Education/Cash award at the completion of your 365 days of service
- 2 weeks/10 business of sick time
- 2 weeks/10 business days of personal paid leave
- 30 days of parental leave for birth or adoption
- Participation in a statewide cohort centered around Community Development through the Ohio CDC Association
- Free access to OCDCA trainings (hosted once/month)
- Access to statewide Job networks & job placement + support post successful completion
- Free conference registration for OCDCA's Annual conference – Cleveland, OH: Sept 25-27th
- Transportation and meals reimbursed

## APPLICATION PROCESS

To apply, please follow the link to complete application at

<https://my.americorps.gov/mp/listing/viewListing.do?fromSearch=true&id=123499>

July 1<sup>st</sup>: Recruitment and Interviewing period

July 31<sup>st</sup>: MyAmeriCorps portal application due

Aug 2<sup>nd</sup>: Paperwork processing period

Aug 26<sup>th</sup>: Position Start Date

AmeriCorps Virtual Orientation Date: (VMO)

Sept 4<sup>th</sup>: OCDCA Orientation

Sept 13<sup>th</sup>: First pay date

For more information about the St. Clair Superior Development Corporation, please visit the website at <https://www.stclairsuperior.org/> and watch a video, <https://youtu.be/HsVB74YTU9o>.

## St. Clair Superior Development Corporation Service Area Map



