



COMMUNITY
PARTNERS for
**AFFORDABLE
HOUSING**

AmeriCorps VISTA Member – Construction Operations VISTA

Position Overview

AmeriCorps members in the VISTA program commit to serve full-time for one year to provide capacity building services focused on housing insecurity and ending homelessness. The AmeriCorps member at Community Partners for Affordable Housing (CPAH) will play an integral role in building CPAH's capacity by developing streamlined workflows, improve project tracking, and create more efficient subcontractor management systems to increase efficiency, with a goal of constructing 60 units of affordable housing that will support approximately 120 people to gain access to affordable housing. CPAH is deeply committed to equity and diversity and welcomes applications from underrepresented minorities, persons with disabilities, sexual minority groups, and other candidates who will contribute to the diversification and enrichment of ideas and perspectives.

The ideal candidate will be passionate about social justice and affordable housing, have a long-term interest in affordable housing, and be technology-savvy to help launch new tools that will help CPAH be more efficient and impactful in the communities we serve.

CPAH is part of the Housing Action Illinois AmeriCorps Network, an AmeriCorps VISTA program managed by Housing Action Illinois. As such, this position will receive customized training, support, guidance, and networking opportunities, in addition to the traditional opportunities for AmeriCorps VISTA positions. Learn more about the Housing Action Illinois AmeriCorps Network on their [website](#).

Member Duties

The AmeriCorps member will be responsible for (i) collaborating with the President of CPAH's construction arm to streamline construction processes and workflows; (ii) identifying and implementing a robust project tracking and management software system that streamlines operations, improves communication, and provides a centralized source of information about each project; (iii) identifying and implementing a comprehensive contractor and subcontractor management software system that streamlines the application and qualification process for contractors and automates key steps to improve contractor management, optimize workflows, and ensure compliance. The AmeriCorps member will work closely with the construction staff to increase his or her affordable housing knowledge and skills and gain first-hand experience.

Program Benefits

Relocation allowance, childcare assistance (if eligible), \$1,900 monthly living allowance, \$300 monthly housing stipend, health coverage, training, and choice of a \$7,395 education award or \$1,803 end of service stipend. The program dates are August 26, 2024 through August 25, 2025

To Apply

Send resume and cover letter to bdennison@ahclc.org. We look forward to welcoming you to our team!

CPAH is committed to the principle of equal employment opportunity. All qualified applicants will receive consideration for employment without regard to race, color, national origin, sex, religion, age, disability, sexual orientation, or gender identity.

