



FLIPANY AmeriCorps Job Posting

FLIPANY-AmeriCorps is hiring dedicated and community oriented individuals to serve as Summer Food Service Coordinator AmeriCorps Members. This position will be located at various locations and will serve our community through our mobile meal program in the Glades community, nutrition education classes and/or pop-up summer camp enrichment program. Individuals will be responsible for receiving and distributing summer meals, completing required paperwork, facilitating and coordinating daily physical fitness and/or enrichment activities; and performing neighborhood outreach or canvassing to children within the designated areas. The Candidate must work well with children, provide superior customer service and work within a team dynamic to positively promote FLIPANY and its' program services.

Key Attributes of a Strong Candidate:

- Strong work ethic
- Positive attitude with big smiles
- Energetic and willing to be physically active for extended periods of time
- People and office management skills
- Ability to work independently and within a team dynamic
- Ability to work with diverse populations
- Excellent verbal and written communication skills
- Be organized and prompt, on-time
- Willing to drive to various locations
- Interest in making a difference in the South Florida community

Requirements:

- Age 17 or older
- US citizen or permanent resident
- Able to lift up to 50 pounds
- Reliable transportation and Driver's License
- Able to commit up to 27 hours per week from May 28, 2019 – August 16, 2019

Benefits:

- \$1800 Living Allowance broken down into bi-weekly payments (on behalf of AmeriCorps)
- \$1230 Education Award paid at the end of term and can be used for existing student loans or future education expenses like tuition and books.
- FLIPANY may provide an additional stipend/bonus for qualified applicants

**Preference will be given to candidates with a background in education and/or health and wellness*

All of the above duties and responsibilities are essential position functions subject to reasonable accommodation.

AmeriCorps is available to all, without regard to religion, race, color, national origin, gender, political affiliation, disability, sexual orientation, creed, or veteran status.



FLIPANY AmeriCorps Job Posting

FLIPANY-AmeriCorps is hiring dedicated and community oriented individuals to serve as Summer Food Service Program AmeriCorps Members. This position will be centrally located within the Miami office with travel to various locations throughout Miami Dade and Broward County area where FLIPANY provides summer meal service to afterschool and summer camp programs. Individuals will be responsible for conducting initial and pre-operational sites visits, completing site reports/documentation, facilitating and coordinating pickup of program materials, and assisting with agency trainings. The Candidate must be highly motivated, provide superior customer service, and able to work with diverse populations while positively promoting FLIPANY and its' program services.

Key Attributes of a Strong Candidate:

- Strong work ethic and integrity
- Detail-oriented and attentive to timelines/project deadlines
- Self-starter capable of working independently or within a team
- Positive attitude with the capability to work under pressure
- Strong organization and time management skills
- Ability to work independently and within a team dynamic
- Ability to work with diverse populations
- Excellent verbal and written communication skills
- Comfortable driving to various locations and for extended periods of time
- Proficient in computer applications specifically Microsoft Office, Excel, Outlook, etc.

Requirements:

- Age 17 or older
- US citizen or permanent resident
- Valid Florida Driver's License and reliable transportation
- Able to commit up to 27 hours per week from May 28, 2019 – August 16, 2019

Benefits:

- \$1800 Living Allowance broken down into bi-weekly payments (on behalf of AmeriCorps)
- \$1230 Education Award paid at the end of term and can be used for existing student loans or future education expenses like tuition and books.
- FLIPANY may provide an additional stipend/bonus for qualified applicants
- Increased experience in administrative and organizational tasks

Successful candidates should call Brandi Murray at 954-FLIPANY or email bmurray@flipany.org.

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