**Template VISTA Position Opportunity Listing**

These Opportunity Listings will be posted to the AmeriCorps “job page” and will serve as the official job portal for all applications. Please answer each question below using the descriptive headings and examples provided.

**Position Title:** *ex.**Economic Development VISTA**(tip: listings are alphabetical so “A”s and numbers rise to the top)*

1. **One liner to be displayed as listing summary on AmeriCorps VISTA site (200 characters or less):**

*Ex. Help build economic development capacity in rural, economically distressed communities through the identification of needs, resources, and development strategies.*

1. **Project Description (2000 characters or less):**

*Ex. This project will focus on the [BLANK] Community of the [BLANK] Economic Development District (EDD). [BLANK] EDD partners with the U.S. Economic Development Administration to provide region-wide strategic economic development planning. The VISTA will have the opportunity to focus on [one to two] individual communit(y/ies) to build economic development capacity at a more in-depth level. The VISTA will work with their communit(y/ies) to identify economic development needs and resources to meet those needs in an effort to attract higher-paying jobs and other opportunities. The overall goal is to build capacity in rural, economically distressed communities to alleviate poverty, reduce unemployment, and provide a better quality of life.*

*This project is sponsored by the Austin Regional Office (AURO) of the Economic Development Administration (EDA), and will be directly supervised by the [BLANK] EDD in [LOCATION]. The overall EDA Mission is "to lead the federal economic development agenda by promoting innovation and competiveness, preparing American regions for growth and success in the worldwide economy."*

1. **Member Duties (1000 characters or less):**

*Ex. VISTA’s will work directly with community leaders, gathering in-depth information about local economic development needs to help create jobs and improve quality of life in economically distressed communities. Over the course of the service, the VISTA will partner with the community to problem-solve, recommend economic development activities, and identify potential resources and collaborations for those communities. The economic development capacity built by the VISTA will provide the communities the tools to build job opportunities for community members and improve quality of life*.

1. **Items for EDD to consider:**

Minimum education level?

Additional languages?

Skills? *Ex. Community development, public speaking, communications/marketing, etc…*

Any other requirements? *(must have own car, etc.)*

1. **Contact information:**

Name:

Street Address:

Contact Phone:

E-mail:

Website: