



Live Well Pittsburgh 2014-2015 AmeriCorps VISTA

Information & Application

Live Well Pittsburgh kicked off in April 2014 at the culmination of Mayor Peduto's first 100 days in office to promote healthy active living and provide resources to help residents make healthier choices. The initiative also focuses on a holistic approach to improve the quality of life for all in Pittsburgh. Additional information about Live Well Pittsburgh is available at [Live Well Pittsburgh](#).

Live Well Pittsburgh was the first to partner with Live Well Allegheny, which launched in January 2014 by Allegheny County Executive Rich Fitzgerald. Led by the Board of Health and Health Department Director Dr. Karen Hacker, the program is a comprehensive, innovative campaign promoting wellness in Allegheny County. More details on [Live Well Allegheny](#).

Live Well Pittsburgh, housed within Mayor William Peduto's Office, is now accepting applications for one **Live Well Pittsburgh 2014-2015 AmeriCorps VISTA members** to work on a variety of high-impact health care engagement activities designed to impact Pittsburgh neighborhoods and youth.

Position:

Applications are being accepted for a Health Care Engagement Associate.

Schedule:

The AmeriCorps VISTAs will serve full-time for a period of one year, from August 2014 to August 2015. Some weekend and evening hours will be required. VISTAs are also required to attend a mandatory pre-service orientation in late August.

Benefits:

VISTAs will receive a living allowance of \$946/month, before taxes. They will also have the option to enroll in the VISTA Health Benefits Program. VISTAs who complete their year of service may receive either a \$1,500 cash award or a Segal Education Award, amounting to \$5,550. This award, which is subject to taxation, can be applied to any federally backed loan or used to pay tuition in the future.

NOTE: *Per the policy of the Corporation for National and Community Service, VISTAs cannot engage in additional paid work during their year of service. For detailed information about AmeriCorps VISTA, including member benefits, please visit: <http://www.americorps.gov/about/programs/vista.asp>.*



Application Process:

Please see pages 6 and 7 for the application, which can be submitted via email to betty.cruz@pittsburghpa.gov.

NOTE: Candidates must complete an online application through the Corporation for National and Community Service’s My AmeriCorps site (my.americorps.gov) **by Friday, July 11, 2014.**

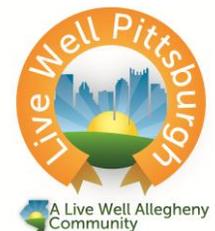
Application Release	July 2, 2014
Application Deadline	July 11, 2014 or until filled*
Interviews	Ongoing
Live Well Pittsburgh VISTA Announced	July 21, 2014
VISTA Pre-Service Orientation	August 26, 2014 – August 29, 2014
Program Duration	August 30, 2014 – August 31, 2015

**Applicants are encouraged to apply early, as interviews will be ongoing.*

AmeriCorps VISTAs will be required to complete a criminal background check and child abuse clearance as a part of the application process.

About AmeriCorps VISTA

AmeriCorps VISTA members commit to serve full-time for a year at a nonprofit organization or local government agency, working to fight illiteracy, improve health services, create businesses, strengthen community groups, with the ultimate goal to eliminate poverty in the United States. In Pennsylvania, there are currently over 200 VISTAs serving on 30 projects.



Live Well Pittsburgh 2014-2015 AmeriCorps VISTA Positions

VISTA Position	Brief Project Summary
Health Care Engagement Associate	<p>The Health Care Engagement Associate will coordinate key activities for the Health Together enrollment campaign, an initiative of Live Well Pittsburgh, to expand the number of youth enrolled in health care so that every child in Pittsburgh is covered.</p> <p>The Associate will be responsible for building awareness and managing coordination of the Healthy Together campaign, growing program capacity, and developing a sustainability plan for the broader initiative.</p> <p>Specific responsibilities will include:</p> <ul style="list-style-type: none"> • Community engagement and building awareness for Healthy Together. <ul style="list-style-type: none"> ○ Attend key city-led meetings and use those as an outreach opportunity such as Mayor's Night In/Out and neighborhood meetings with the Community Affairs Team ○ Coordinate outreach activities at the City County building ○ Assist with scheduling of enrollment trainings for City employees ○ Support with marketing coordination ○ Coordinate with area nonprofits on Back to School enrollment ○ Maintain inventory of collateral (i.e. brochures, magnets, t-shirts) • Develop partnerships with key organizations/community groups across the City and within City Departments • Represent campaign/program publically • Coordinate workshop schedules and develop outreach materials • Create cohesive documents including agendas, minutes, and reports • Track relevant outcomes and metrics– long- and short-term metrics • Grow visibility for the Initiative, research and implement best practices to build capacity and sustain relevant campaigns



VISTAs serving in Mayor William Peduto's Office are based primarily in the City-County Building and have the unique opportunity to partner with a diverse array of stakeholders in City government, as well as the public and non-profit sectors.

The ideal candidate will have the following qualifications:

- Bachelor's degree required
- Ability and willingness to work some weekend and evening hours
- Proficiency in Microsoft Office
- Strong oral and written presentation skills
- Willingness to take initiative, a self-starter
- Experience or interest in community organizing and/or health care
- Ability to work with and relate to residents of diverse backgrounds
- Commitment to collaboration and problem-solving
- Ability to work in a team and build partnerships with key stakeholders
- Experience with and/or willingness to learn database management, data recording and tracking
- Experience in program implementation preferred

Having successful outreach strategies and systems in place to assist families, especially those most vulnerable, with finding affordable health insurance, will be critical to the long-term health of Pittsburgh.



Live Well Pittsburgh 2014-2015 AmeriCorps VISTA Application

Part One: Contact Information

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Email: _____ Phone: _____

Part Two: Live Well Pittsburgh 2014-2015 AmeriCorps VISTA Application Questions

Please respond to each question in 250-300 words (approximately two paragraphs per question):

1. Why are you interested in serving as a Live Well Pittsburgh AmeriCorps VISTA member in Mayor William Peduto's Office?
2. What specific experiences and/or skills will you bring to the position?
3. What skills or experience do you hope to gain from the position?

Part Three: Resume and References

Please attach a resume to your completed application.

Additionally, please list three professional and/or academic references. Be sure to select individuals who can speak to your interests, experience, skills, and talents.

Name	Contact Number	Email	Relationship	How many years they have known you



Application Checklist: (Please review your application carefully prior to submission to ensure that it is complete.)

- Part One: Contact Information
- Part Two: Live Well Pittsburgh 2014-2015 AmeriCorps VISTA Application Questions
- Part Three: Resume and References
- Part Four: Online AmeriCorps Application (my.americorps.gov) – Note: This application must be completed by July 11, 2014 for interview consideration

Completed applications will be accepted until positions are filled. Supplemental applications can be sent electronically to betty.cruz@pittsburghpa.gov.

If you have any questions during the application process, please contact Nonprofit and

Faith-Based Manager, Betty Cruz, at betty.cruz@pittsburghpa.gov or via phone 412-255-2439.



**AmeriCorps VISTA support for this program is provided, in part, by servePGH, a City of Pittsburgh initiative that has engaged thousands of residents to meet our City's needs through innovative, volunteer-fueled programs since 2011.*