

Job Title	AmeriCorps VISTA: Volunteer Coordinator
Employer/ Agency	PAIR Houston
Job Description	<p>The goal of this AmeriCorps VISTA program is to build PAIR's capacity to provide its educational mentoring programs to refugee youth in the greater Houston area.</p> <p>The Volunteer Coordinator VISTA will focus on recruiting, training and managing PAIR volunteers. S/he will represent PAIR, as requested, at university campuses, community volunteer fairs, and other awareness and tabling events. S/he will serve as a key PAIR contact with volunteers and volunteer chapters. S/he will work closely with the Executive Director to enhance the website and other management systems to organize and promote volunteer and community involvement.</p>
Qualifications	4-year degree
Salary/Hours	Full-time for one year of service, \$11,000 annual stipend plus other benefits
Address	8303 Southwest Fwy, Suite 718 Houston, TX, 77074
Contact Person	Lauren West
Contact Title	Senior Program and Operations Manager
Telephone Number	713-771-1111
Email Address	lauren@pairhouston.org
Application Method	<p>Applicants must create a profile and submit their application through the AmeriCorps VISTA portal. Follow the link provided to apply for our organization.</p> <p>https://my.americorps.gov/mp/listing/viewListing.do?id=73020&fromSearch=true</p>
Opening Date	4/11/2017

To post a job opportunity or if your response to this job posting results in successful employment, please email the GCSW Office of Alumni and Career Services at mswjobs@central.uh.edu with the hiring details of your new job opportunity. Thank you.