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|----------------------|--------------------------------|----------------------------------|-----------------|
| Service Role:        | Immigration Pathways Navigator | Hours per week:                  | 40              |
| Schedule:            | M-F                            | Stipend:                         | \$1780.95/month |
| Application Deadline |                                | August 31, 2024, or until filled |                 |

Tacoma Community House is a highly regarded, community-driven service center dedicated to supporting immigrants, refugees, and young people from the South Sound community in their quest for personal growth and empowerment. Established in 1910, we have been instrumental in equipping community members with the necessary skills to adapt to a new culture and achieve remarkable personal and professional accomplishments. Through our comprehensive programs and services, we inspire and enable individuals to forge their own paths to success and fulfillment.

AmeriCorps members will facilitate the "Pathways to Immigration Knowledge" project, conducting community workshops to educate individuals about the complex immigration process. Through these workshops and info sessions, members will empower community members with the knowledge needed to navigate immigration procedures, enhancing their opportunities for economic stability and legal understanding.

As an AmeriCorps member, you will play a vital role in empowering community members with the information they need to navigate the complex immigration process. You will conduct and facilitate educational workshops, develop and distribute informative materials, and administer surveys to assess and report on participants' knowledge gains. You will provide one-on-one support by answering calls and addressing questions related to immigration, ensuring that community members receive accurate and helpful information.

**Key Responsibilities:**

- Provide 1-1 support by answering calls and addressing questions.
- Develop and distribute educational materials.
- Conduct and facilitate educational workshops.

- Administer and analyze post-workshop surveys.
- Coordinate and schedule appointments with immigration services.
- Maintain accurate records of interactions, workshops and info sessions.

**This position is a great fit for people who:**

- Have a deep respect and compassion for underserved communities.
- Are bilingual/multilingual(Spanish preferred).
- Are interested in gaining a deeper understanding of immigration laws, policies and systems.
- Have strong interpersonal skills and the ability to build rapport with clients, colleagues, and community partners.
- Are passionate about gaining knowledge and experience in social services.

**What you will receive:**

- Monthly stipend of \$1,780.95.
- Valuable experience in social service programming.
- An education award of up to \$7,395 upon completion of the service term.
- Access to basic medical insurance, counseling, and career support services.
- Monthly Food Assistance (if eligible).
- Workers' compensation coverage.
- Subsidized childcare provided by GAP Solutions Inc. (if eligible).
- Student loan support including forbearance and interest accrual payment on qualifying loans and payment of interest on qualifying student loans that accrued during the service term (paid after successful completion of service term).
- Serving in a full-time AmeriCorps position qualifies as "employment" towards the Public Service Loan Forgiveness program.

**How to apply:**

Please send your candidate materials, including a resume and cover letter explaining why you would like to serve at our organization.

- Email: [lhamlin@tacomacommunityhouse.org](mailto:lhamlin@tacomacommunityhouse.org)
- Via Americorps listing:  
<https://my.americorps.gov/mp/listing/viewListing.do?id=123528>