

GROW YOUR CAREER FOLLOW YOUR PASSION

with AmeriCorps



Food Pantry Associate (*part-time*)
Southeast Community Services
901 Shelby St, Indianapolis, IN

Come Serve With Us

We care about access to affordable housing, climate change, helping people get into good paying jobs, safety and justice, social determinants of health, youth engagement, and all things that make communities good places for people to live, work, and play. Join us and earn while you learn!

Who We Are

Southeast Community Services is a community-based organization committed to addressing the diverse needs of residents, from youths to seniors. Our goal is to help residents lead dignified, fulfilling, and self-sufficient lives through the promotion of financial stability. We provide education, financial, employment, and income support coaching and operate a community food pantry.

What You Will Do

As the Food Pantry Associate, you will help staff the food pantry, organize inventory, stocking, and ordering for pantry items, respond to pantry-related emails and calls from the community, manage volunteers, support special events, document standard operating procedures for the pantry, and enroll pantry members.

When You Serve with Us

- Earn a \$13,500 stipend (\$15/hour) payable by bimonthly direct deposit.
- Earn an additional \$3,447 education benefit to pay down qualifying student loan debt or to continue your education.
- Receive ongoing coaching, mentorship, and professional development.

What Your Work Environment Will Be

An 11-month position where you will typically serve 20 hours a week, generally between Monday through Friday, 8 a.m. to 5 p.m., with occasional evenings and weekends. An exact schedule will be determined upon selection. You will report in person at our office and will be required to travel locally for meetings and community events.

We Welcome You to Apply If You

- Have lived experience or an interest in working with a diverse group of people.
- Identify as any generation but are at least 17 years old.
- Possess unexpired proof of status as a US citizen or permanent resident.
- Consent to complete a criminal history check, which is required for all candidates. Don't let this stop you! A criminal record does not mean a person cannot serve, and if this is a concern, reach out to Beth Romeo at americorpslisc@gmail.com.
- LISC AmeriCorps is available to everyone eligible to serve. We treat all persons without regard to race, color, religion, creed, gender, sexual orientation, gender identity, national origin, ancestry, citizenship status, age, marital status, veteran status, disability, genetic information, or any other characteristic or status protected by applicable federal, state, or local law.

This position is made possible through a partnership between Local Initiatives Support Corporation (LISC), AmeriCorps, and Southeast Community Services. To learn more about LISC AmeriCorps, visit www.lisc.org/ameri-corps. To learn more about Southeast Community Services, visit www.southeastindy.org.

Ready to apply now? Upload your resume and cover letter to:
<https://lisc.app.box.com/f/44b7f3d1a8264dc0ac1ac7858ddabe45>

Questions

Email LISC AmeriCorps Program Officer, Beth Romeo at americorpslisc@gmail.com.

