

Albany InPlace Coordinator Jewish Family Services

About Jewish Family Services

Jewish Family Services of Northeastern New York (JFS) is a 501(c)(3) organization that provides social support services – helping older adults age well in their home communities, providing counseling and support groups for all ages, providing financial assistance, refugee assistance, combating food insecurity – to the most vulnerable members of the community. Driven by its mission to enrich the lives of individuals, families, and the community by providing compassionate, collaborative human services, guided by Jewish values, JFS has continuously expanded and honed its services to meet these growing and changing needs.

Our vision is to foster a resilient community where everyone, at all stages of life, is supported and empowered to care for themselves and each other. While serving the entire community regardless of race, gender, age or religious affiliation, we use the lens of the following Jewish values to guide our approach and accomplish our mission.

We seek a person who is highly motivated, has the ability to work as part of a team and independently and maintains a high level of attention to detail. Looking for someone who is passionate about working in the non-profit sector with experience in data management and grant reporting. Looking for someone who is tech savvy and comfortable with different software applications.

Goals and Duties of The Position

The VISTA, serving as the Albany InPlace Coordinator, will focus on: bringing all senior-focused services under one umbrella and establishing a central intake point to provide cohesive, in-depth services to traditionally marginalized, vulnerable older adults struggling with the challenges of aging.

The specific duties of the position include:

- Create metrics for data evaluation

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- Research data management systems and helping to get data management system up and running
- Conduct research into and establish fee structures and other appropriate income streams to ensure availability of health care advocacy regardless of income or ability to pay for the service
- Collaborate with other agencies to expand the menu of services for low-income older adults by growing partnerships and expanding referral base.
- Build to the official program launch and continue providing and refining and expanding services to increase capacity and reach 75% more clients

Professional Development

VISTAs will develop skills in public speaking, career management, and social justice. We pride ourselves on being informed, caring, and intentional members of our communities and take the time to analyze our own roles in society.

As a part of the ACE program, VISTA members take part in our monthly team building days, attend AmeriCorps trainings, and have access to Siena's faculty to learn more about their areas of interest.

Minimum Qualifications:

- Must have an Associates level education or higher
- Have a growth mindset
- US citizen or have permanent resident status

Living Allowance:

VISTAs earn a living allowance for their service. The annual living allowance is \$22,882, which is \$877.66 on a bi-weekly basis.

Benefits:

- Supportive Cohort of peers
- Ten free meals a week at Siena College
- Siena Gym/Library/Career and Internship Center access
- CDTA bus pass
- [Non-competitive eligibility for federal employment](#)
- \$6,345.00 Education Award upon successful completion of full service term
- Professional development and networking opportunities

Note: VISTAs and VISTA Leaders do not have access to on-campus housing.

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To Apply: [Click Here](#) or Search “ACE” on the [MyAmeriCorps Portal](#).

At Siena, diversity is an invitation to celebrate the uniqueness of each individual, as well as the cultural differences that enrich us all. Siena strives to ensure that individuals from all backgrounds and perspectives are served equitably. The diversity that students, staff and faculty bring to the College are viewed as a resource, strength and benefit to the College as a whole.

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