ABOUT ST. BERNARD PROJECT (SBP)

SBP is building a movement to revolutionize disaster recovery in America and create solutions for families in need of safe, affordable housing. To achieve this goal, St Bernard Project is seeking passionate leaders from across the country to join our work. St Bernard Project recruits exceptional college graduates, talented professionals and dedicated retirees who are ready to commit themselves to 10 months of service that will meet the needs of American citizens impacted by disasters.

As an AmeriCorps member at the St Bernard Project you will become a part of the growing national service movement, as well as get the opportunity to develop valuable professional skills with a dynamic organization that is pioneering a new model for disaster recovery. AmeriCorps members serve in virtually all facets of SBP’s operation, so you have the opportunity to gain a variety of skills sets according to your professional goals.

From New Orleans to the East Coast, SBP serves disaster-impacted homeowners across the country with its Rebuilding Program and Disaster Resiliency and Recovery Lab. With affiliates in New Orleans, LA, Monmouth County, NJ and New York City; SBP has rebuilt over 900 homes nationwide and is poised to become a national model for disaster recovery.

AVAILABLE POSITIONS

We are currently selecting members in the following positions for full time service beginning in November 2015, and January 2016 in New Orleans, LA, Far Rockaway, NY and Sea Bright, NJ.

No construction experience is required for any of the following roles. Training is provided.

For more detailed descriptions of each of these positions, please visit: http://www.stbernardproject.org/join-americorps.html

- Site Supervisor

Site Supervisors play a vital role in St Bernard Project’s Rebuilding Program, as they oftentimes act as the face of SBP and actively lead the construction efforts on clients’ homes. Site Supervisors lead groups of skilled and unskilled volunteers in construction projects. A Site Supervisor is responsible for training volunteers and keeping them on task, maintaining a safe and clean worksite, monitoring safety and quality and ensuring that all tasks are completed on schedule. Site Supervisors work closely with their Project Manager to develop and track the schedule of their home, order tools and materials and troubleshoot problems. Further, Site Supervisors encourage volunteers to return, fundraise and help spread the word about the enduring needs for continued disaster recovery efforts in America. Site Supervisors ensure that SBP is represented in a positive and professional manner by completing each project on time.
and on schedule, interacting positively with volunteers and homeowners and maintaining high quality and safety on site.

- **Supply & Logistics Coordinator**  
Supply & Logistics Coordinators play a vital role in the process of building our clients’ homes. Supply & Logistics Coordinators ensure construction sites are provided with the necessary tools and materials on time and accurately so that our Project Managers and Skilled Specialists have what they need when they need it. Supply & Logistics Coordinators efficiently procure materials, prepare and deliver orders, and schedule pick-ups for each job site with a keen focus on accuracy. They work closely with vendors to procure necessary materials. They keep the warehouse organized, stocked and clean of debris and clutter. They organize and maintain tools and track their location. They maintain a sizeable fleet of work vehicles. They focus on keeping the warehouse clean and safe while constantly creating and refining processes. The warehouse coordinates with the Construction Team to assist with interdepartmental needs and work orders. Supply & Logistics Coordinators ensure that SBP is represented in a positive and professional manner by completing each project on time and on schedule, interacting positively with colleagues, maintaining tools and focusing on safety in the warehouse and at each job site.

- **Client Services Coordinator**  
A Client Service Coordinator is an advocate and liaison to St. Bernard Project's clients from application to completion of construction and move-in while working with clients to remove barriers to their recovery. They work directly with St. Bernard Project's clients to provide support and ensure their transition home is expeditious and client-centered. Client Services Coordinators interact with all SBP departments as they move the client from application into their completed home, including daily interaction with Volunteer Coordinators, Supply & Logistics Coordinators, and Project Managers.

- **Volunteer Coordinator**  
The Volunteer Coordinators will support St. Bernard Project's mission by creating an extraordinary volunteer experience that gets people excited about continuing their engagement with SBP. Volunteer Coordinators will build relationships with volunteers before their trip, welcome them when they are on their trip, and work diligently to keep them engaged once they are done volunteering. They work closely with the scheduler to make sure any and all volunteers that walk through the doors of SBP have plenty of work to do on site so that they can maximize their impact in the community. When responding to volunteer inquiries, it will be important to express thanks, talk about the state of the recovery, and express the needs of St. Bernard Project. This hard work will result in returning volunteer groups, generating financial support, and engendering greater awareness about SBP.

ABOUT AMERICORPS
AmeriCorps members commit to 10 months and 1700 hours of full time service beginning in September 2015, November 2015, and January 2016 in New Orleans, LA, Far Rockaway, NY, and Sea Bright, NJ. Members receive the following:

- Living allowance of $1253 monthly
- Education award of $5730
- Free health insurance coverage
- Free childcare coverage

HOW TO APPLY

All applicants should apply via St Bernard Project’s online application at [http://www.stbernardproject.org/join-americorps.html](http://www.stbernardproject.org/join-americorps.html). For more information on AmeriCorps, visit [www.americorps.gov](http://www.americorps.gov).