The Little Bit Foundation

Program VISTA
Classification: Full-time, Non-Exempt
Work Hours: 8:00 AM-5:00 PM
Pay Range:

**Core Competencies:** Love of children, Embrace diversity, Detail oriented, Able to multi-task, Able to work as a team and independently, Goals and Data Driven

**Job Purpose:** The Program VISTA is responsible for supporting the implementation of all programs, particularly as related to the growth in Riverview Gardens. The Program VISTA is also responsible for the brand and community awareness piece of the Project Graduation initiative. Community support will be integral for our growth in the district and the Program VISTA will utilize a boots on the ground approach to support this.

### VISTA Assignment Objectives and Member Activities

**Goal of Project:** The overall goal of the Programs VISTA will alleviate poverty by providing impoverished children from the St. Louis region with the necessary items and services that will break down the barriers to education and provide a more focused learning environment. In St. Louis, 42% of children live at or below the poverty line. 26% are considered in extreme poverty, defined by the World Bank as living on the equivalent of $1.50 per day. The Program VISTA will address childhood poverty through building the capacity of all programs, particularly related to The Riverview Gardens School District and Project Graduation. As Little Bit works to embed programming into every school in the district, community support, awareness and involvement will be necessary for success. The VISTA will build capacity through volunteer recruitment, business and Church support and donor cultivation, community awareness and support and ensuring Little Bit’s footprint grows within the community as a whole.

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<th>Objective of the Assignment: (Period of Performance: July 2017-2018)</th>
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<td><strong>To grow volunteer support within the Riverview District to support the growth into all 13 schools.</strong> <em><strong>Member Activity:</strong></em> Step 1: Familiarize yourself with all Little Bit Programs, including goals and outcomes. Step 2: Understand outcomes and goals as related to the Riverview Gardens Initiative: Project Graduation. Step 3: Work with the Riverview Gardens staff to identify appropriate groups to promote volunteer opportunities. Step 4: Attend school meetings, including, but not limited to PAC and PTO as a Little Bit Brand Ambassador to promote and recruit volunteers. Step 5: With the help of Riverview Gardens and Volunteer Staff, manage and train volunteers to support program needs.</td>
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<td><strong>To spread awareness of The Little Bit Foundation and Project Graduation throughout the Riverview Gardens footprint through a grass roots approach.</strong> <em><strong>Member Activity:</strong></em> Step 1: Familiarize yourself with the District neighborhoods and businesses. Step 2: Work with Program Director and Riverview staff to identify current supporters and possible future supporters. Step 3: Work with Marketing...</td>
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staff to identify and create appropriate symbols and paraphernalia to share with businesses and companies to support this project. Step 4: Promote Project Graduation and support volunteer recruit by meeting with local businesses and requesting support. Step 5: Act as a brand ambassador through community functions, ie beautification projects, parades and other community activities.

**Objective of the Assignment: (Period of Performance: July 2017-2018)**
Grow and Support the Back-to-School bash and health fair. Increase participation in health programming at fair from 668 students served and 1500 attendees to 1200 students receiving health information and services and 2500 attendees.

**Member Activity:**
Step 1: Work with Program Director and District Staff to determine specific needs and goals. Step 2: Recruit service providers, vendors and volunteers to support the day’s events. Step 3: Meet with District Staff to provide information on the event and plan the event. Step 4: Identify and secure funders to sponsor the event. Step 5: Identify and secure funders for in-kind items and services. Step 7: Be responsible for wrap-up and reporting outcomes to the District and other possible funders.

To learn more about the Americorps VISTA program, please visit their website: