

Volunteer Lifecycle Manager The Sanctuary for Independent Media

[The Sanctuary for Independent Media](#) uses art, science and participatory action to promote social and environmental justice and freedom of creative expression. The Sanctuary for Independent Media is a place where community-engaged interdisciplinary artists experiment with aesthetic form and challenging content, with the overarching goal of shedding light on media arts' vital role in the process of building a democratic society. The Sanctuary for Independent Media, located at 3361 6th Avenue in North Troy, hosts screening, production and performance facilities, and arts and education training in community media and media arts.

We seek a passionate team member committed to advancing social and environmental justice and freedom of creative expression.

Goals and Duties of The Position

The VISTA, serving as Volunteer Lifecycle Manager, will focus on: creating a system for coordinating volunteers and volunteer projects so that at the end of VISTA cycle, the Sanctuary for Independent Media will have a system for the volunteer lifecycle, including recruitment, engagement, retention, and transition to supporter.

The specific duties of the position include:

- Create tools for onboarding and orienting new interns and volunteers.
- Research best practices in volunteer development and recognition
- Conduct research on the experiences of past and current volunteers to identify areas for improvement
- Collaborate with other community organizations and existing volunteer recruitment platforms to maximize success and share resources
- Build tools to capture experiences of departing interns and volunteers with the goal of moving them towards becoming donors

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 training, and have access to Siena's faculty to learn more about their areas of interest.

Minimum Qualifications

Candidates must:

- be 18 years of age or older
- have an Associates level education or higher
- have a growth mindset
- be a US citizen or have permanent resident status
- have the ability to pass any required volunteer or pre-employment background checks

Living Allowance:

VISTAs earn a living allowance for their service. The current annual living allowance in our county is \$24,962, which is \$957.46 on a bi-weekly basis.

Benefits:

- Supportive cohort of peers
- 10 free meals a week at Siena University's dining hall
- 10 paid personal and 10 paid sick days
- \$7,395 Segal AmeriCorps Education Award upon successful completion of full service term
- \$500 housing stipend available at the halfway point of the service year
- Loan deferment for qualified student loans
- Access to Siena's Gym, Library, and Career and Internship Center
- CDTA bus pass
- Monthly team building days
- Mentorship and professional development opportunities
- Professional development stipend
- Non-competitive eligibility for federal employment

Note: VISTAs and VISTA Leaders do not have access to on-campus housing. (Housing may be available on site in property owned by the Sanctuary)

Bring Out The Best Of America

Join the ACE VISTA Network!

We are currently recruiting for 21 high-impact positions across the Capital Region.

How to Apply:

- Direct Link: [Click Here to Apply](#) OR
- Visit the [My AmeriCorps Portal](#)
 - Click “**Search Listings**”
 - Search for keyword “ACE”

Connect With Us:

- Visit Our Website: [Siena University AmeriCorps VISTA](#)
- Follow Us on Instagram: [@sienavistas](#)

Contact **Erin Spence** at espenca@siena.edu with any questions.

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.

Bring Out The Best Of America