



**Position Description for a Half-Time AmeriCorps Member
with H.O.P.E. Inc.
2026-2027**

Help and Outreach Point of Entry (H.O.P.E.), is seeking a half-time AmeriCorps member for the 2026-2027 service year.

H.O.P.E. Inc., located in Salisbury, MD, strives to serve as an access point for low-income, at-risk individuals. We meet people where they are and provide assistance and resources to improve their health, safety and well-being. We believe everyone deserves to be treated with kindness and compassion without prejudice.

Member Responsibilities:

- Front desk client services to include ensuring that clients sign in and register for assistance as needed
- Assisting Director, Case Manager and Program Coordinator on projects as needed, including data entry, resource updating, and scheduling
- Data entry as needed in client management system and Microsoft Excel

Requirements for applicants include the following:

- Have a strong interest in serving the community
- Be able to relate to diverse populations
- Be at least 18 years of age
- Able to provide copy of either high school diploma, GED, or college transcript
- Have reliable transportation
- Be available to attend the free, AmeriCorps class at SU alternate Thursdays, 9:30 a.m. to 11:00 a.m., during the Fall and Spring semesters.
- Must successfully pass a comprehensive Criminal History Check, which includes FBI fingerprinting
- Must be a U.S. Citizen, U.S. National, or lawful permanent resident alien
- Applicants DO NOT need to be college students, anyone from the community who fits the above requirements may participate.

Additional Requirements specified by H.O.P.E.:

- Excellent customer service/people skills

- Able to work with a diverse population including individuals facing homelessness, mental health challenges and addiction
- Collaborative, team worker, able to take direction and willingness to learn
- Interest in additional training on harm reduction, mental health first aid and de-escalation
- Computer skills and data entry experience appreciated but not necessary

Benefits available to the AmeriCorps Member:

- Valuable experience
- A bi-weekly stipend of \$661
- An education award of \$3,697 for future educational expenses or repayment of student loans - members who are age 55 or older may gift their ed. award to a child or grandchild
- Federal student loan forbearance while in service, with exemption from paying interest accrued during that time upon completion
- 8 tuition-free credits at Salisbury University for completion of training course
- Access to AmeriCorps Alumni Network

Members should have availability Monday-Thursday between 8:00-1:00 or 9:00-2:00 for 20 hours per week. Some flex-time available

Members will begin on or after August 15th, 2026 and must complete 900 hours by August 14th, 2027.

This position is offered through a partnership with ShoreCorps, the AmeriCorps program at Salisbury University. It is contingent upon federal funding and approval of the AmeriCorps office.

To fill out an application, visit www.salisbury.edu/americorps and click on 'Become a Member' and then 'Fill out an application.'

AmeriCorps is a network of national service programs, made up of three primary programs that each take a different approach to improving lives and fostering civic engagement. Members commit their time to address critical community needs. Similar to the Military or the Peace Corps, AmeriCorps is another form of service to our country. The mission of AmeriCorps is to make our people safer, stronger and healthier; to strengthen our communities; and to Get Things Done for America. Our program, ShoreCorps, is one of hundreds of AmeriCorps programs nationwide. To learn more about AmeriCorps

<https://www.nationalservice.gov/programs/americorps>

Salisbury University has a strong institutional commitment to diversity and equal employment and educational opportunities for its faculty, staff and students. To that end, the University prohibits discrimination on the basis of sex, gender, marital status, pregnancy, race, color, ethnicity, national origin, age, disability, genetic information, religion, sexual orientation, gender identity or expression, veteran status, or other legally protected characteristics. The University adheres to the EEO/AA policies set forth by federal and Maryland laws. Direct all inquiries regarding the nondiscrimination policy to: Humberto Aristizabal, Associate Vice President of Institutional Equity, Title IX Coordinator, Room 100 Holloway Hall, 1101 Camden Ave. Salisbury, MD 21801; Tel. 410-543-6426.

