

Tri-Cities Office
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10/19/2021

AppalCorp Program Specialist- Big Brothers Big Sister of East Tennessee

AmeriCorps Healthy Futures Program Specialist – Tri-Cities | The ideal candidate will assist Program staff with screening volunteers and supporting current Matches. The incumbent will assist with or maintain a caseload of active mentors and mentees, including conducting wellness calls to families, ensuring they have access to healthy food and other essential services. The position will assist with inquiry calls, reference checks, and interviews of potential mentors and mentees; plan and implement various match events with an emphasis on health, food insecurity, and necessary trainings (currently virtual); aid in planning events and programs with other agencies ; and research, plan, and distribute virtual and in-person Match activities via social media, e-newsletter, and other channels. The Healthy Futures Program Specialist will also manage some recruitment activities.

This position will play a key role in supporting our Littles and their families and on implementing communications and events focused on healthy lifestyles. The role includes a living allowance (paid monthly), educational award, childcare allotment, and student loan forbearance.

Send your letter of interest and résumé to mdixon@tennesseebig.org by November 3. Please include “AmeriCorps Healthy Futures Program Specialist” in the subject line. No phone calls please.