

Form Name:	2020-2021 Intermountain AmeriCorps Host Site Application
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## Applicant Information

Organization Name	Chelan-Douglas Community Action Council
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Primary Contact's Name	Karen Bruggman
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Address	620 Lewis St. Wenatchee, WA 98801
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Primary Contact's Phone Number	(509) 860-4334
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Primary Contact's Email Address	karenb@cdcac.org
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Host Site Supervisors Name (If different than above)	Kristi Hills
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## AmeriCorps Member Details

Location Member(s) Will Be Serving	Other: Chelan and Douglas Counties
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Type of Member Requested	Full-time
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Number of Full-time Members Requested	2
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Number of Part-time Members Requested	0
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## Application Narrative

## Host Site Overview

Chelan Douglas Community Action Council was created in 1965 as part of America's War on Poverty. We are a private not-for-profit corporation serving the residents of Chelan and Douglas Counties. We assist individuals and families to move out of poverty into a lifestyle that promotes a safer and healthier living environment, leading to self-sufficiency. Community Action Council works with other social service agencies, public agencies, community organizations, businesses and churches to coordinate services.

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The mission of Chelan-Douglas Community Action Council is to connect low-to-moderate income residents to resources which create opportunities to reach and maintain self-sufficiency. Our purpose is to facilitate federal, state and local resources and engage local communities and businesses in meeting the needs and interests of the economically disadvantaged. Our goal is to make the entire community more responsive to the needs and interests and interests of the low-income population by mobilizing resources and bringing about greater institutional sensitivity.

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### Summary of Member Duties

Food-  
Recruit, train and support volunteers who will ensure the continuation of programs such as Empty Bowls and Green Bags. Recruit, train and support volunteers who will support the efforts of the North Central Washington Food Distribution Center that delivers over a million pounds of food across the Chelan and Douglas Counties annually.

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### Summary of Member Skills

Excellent communication skills, including interpersonal communication  
Effective public speaking and group presentation skills  
Strong technology skills, including using the internet common computer applications  
Ability to prioritize and organize efficiently  
Teaching experience preferred  
Volunteer recruitment and management preferred  
Bilingual in English and Spanish

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### Volunteer Opportunity Posting

Meet people, meet needs. Make a lasting difference by joining Chelan-Douglas Community Action for the next 10 ½ months. Please take the next step and call us!

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### Provide details of two required site-specific trainings you will provide for your member(s).

First Aid/CPR  
Poverty Simulation

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## Recruitment Support

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**Please list three strategies your organization plans to implement to assist in recruiting.**

Website postings  
Social media postings  
Local media advertising  
Networking with our community partners  
We are happy to assist in outreach events at colleges across the nation

**Please identify the staff person who will support in the recruiting process.**

Karen Bruggman

## **Contract Details**

**Resources Provided for Member**

Telephone/Voicemail  
Computer  
Work Space  
Agency Email  
Internet Connectivity

**If the AmeriCorps member is asked to travel, is your organization prepared to provide mileage reimbursement or another option for travel?**

Yes

**I have reviewed and acknowledge the prohibitive activities, located in the Guidance included with this application, for AmeriCorps members.**

Yes

**Please provide a brief description of your plan to orient the member(s) to your site, community and service.**

We would have an orientation for new members to include the following:

- A warm welcome involving food!
- A tour of all of our offices and introduction to all of our staff
- Assignment and explanation of office space & equipment, email, phone etc.
- Set up and directions for building access and security
- Overview of expectations such as dress code, time and attendance and service hours
- Overview of our organization culture
- Overview of our agencies mission, purpose and goal
- Overview of the Americorp assignment description
- Explanation and introduction of site supervisor and lines of communication
- Highlight support available

**Does your organization agree to provide the necessary data to the AmeriCorps member and Chelan Douglas Community Action Council?**

Yes

Are employees of the your organization No  
represented by a labor union?

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If yes: Are the duties to be performed No  
by the AmeriCorps member(s)  
customarily or historically been  
performed by members of the labor  
organization bargaining unit?

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Is any portion of the Member Placement No  
Fee being paid by Federal funds?

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Does your organization agree to provide Yes  
the necessary support the member  
needs in their recruitment of volunteer  
efforts?

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Does your organization agree to pay the Yes  
match cost of the member(s)  
requested?

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Does your organization aknowledge the Yes  
deposit agreement listed above?  
Please send a check to CDCAC, 620  
Lewis Street, Wenatchee, WA 98802  
upon the submission of this application.  
Please note the checks purpose as  
IMAC DEPOSIT.

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By signing below, you aknowledge  
having read the Application Quick  
Guide and Program Detials before  
submitting this application for review.

  
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