Resident Services AmeriCorps Member Summer Intern

Service Dates: June 15th 2027 to August 15th 2027 (Minimum Time, 300)

Location: Sabin CDC, 1420 NE Killingsworth Street, Portland, OR 97211

Direct Supervisor: Mitike Lyons, Resident Services Coordinator

Organization

Sabin CDC is a nonprofit organization that was founded in 1992. Sabin is dedicated to promoting social equity by enhancing the livability of culturally diverse neighborhoods in Portland. We strive to ensure long-term affordable rental and homeownership housing options. Our efforts primarily focus on supporting African American and Afro-Indigenous households adversely affected by gentrification, systemic oppression, and inequalities.

Position Overview

As a core member of Sabin's *Root and Rise* team, you will work directly with residents to strengthen community connections, improve communication, and support sustainability initiatives. This resident-facing role focuses on engagement, education, and resource coordination to help foster a thriving and connected community.

Key Responsibilities

Resident Engagement & Communication: Serve as a liaison between residents and Sabin staff, organize and facilitate resident focused activities and events. Share updates at Sabin and community resources with residents through various communication channels including newsletters, door-to-door flyering, SMS text messages, and mailings.

Education & Sustainability: Support the Strategic Energy Management Member to engage residents in energy efficiency and sustainable living practices. Support residents with staying comfortable and saving energy in their homes during cold and hot weather. Aid in coordinating resident outreach and participation in SEM events/workshops. Support the Environmental Livability and Food

Community Engagement: Lead and support the development of Sabin's volunteer led initiatives such as *Pass-It-On* days. Assist with the implementation of a mobile food pantry by connecting with community partners and local farms, supporting the collection and distribution of nonperishable foods and fresh produce. Facilitate activities and stock community food pantry on a regular basis during the Center for Joy open hours on Mondays and Wednesdays. Coordinate bi-annual clothing drives and financial wellness workshop series. Coordinate and implement an after school program for Sabin youth.

Move-In & Transition Support: Conduct outreach efforts to contact all new move-ins during their first month of tenancy. Invite new residents to meet with and learn about resident services and ways to be successful in Sabin housing. Sign residents up to be subscribed to the Resident Services newsletter following their move in.

Community Resource Coordination: Maintain and update Sabin's community resource directory and help residents with resource navigation. Manage and regularly update the resident services webpage on the Sabin website.

Requirements

- Passion for working with people from diverse backgrounds
- Comfortable working outdoors in all weather
- Able to lift up to 30 lbs.
- Reliable, professional, and a team player
- Open to learning about equity and social justice
- Must be 17+, a U.S. citizen or legal resident, have a high school diploma/GED (or working toward one), and pass a background check

Preferred Skills

- Experience working with culturally diverse groups
- Good communication and organization skills
- Comfortable with Microsoft Word, Excel, and PowerPoint
- Driver's license a plus

Member Benefits

- $3,601.00 living allowance (before taxes)
- $1,305.22 education award (for student loans or future education)
- Housing Potentially Provided
- Loan forbearance, health care, child care reimbursement
- Eligible for SNAP (food assistance)
- Training, mentorship, and networking opportunities with partners like SymbiOp Landscaping and Energy Trust of Oregon
- Participation in community events, Lunch & Learns, and skill-building workshops

Interested in this position? Complete your application with this google form or go to www. sabincdc.us and apply there!