

## WAFCC AmeriCorps Job Description

**Title:** WAFCC AmeriCorps Member

**Sponsoring Organization:** Wisconsin Association of Free & Charitable Clinic, Inc

**Project Name:** Wisconsin Association of Free & Charitable Clinic, Inc

**Project Number:**

**Project Period:**

**Site Name (if applicable):** WAFCC

**Focus Area (s)**

**Primary:** Healthy Futures

**Secondary:**

### Objectives and Member Activities

**Goal of the Project:** The WAFCC AmeriCorps Member position is designed to provide an opportunity for a person seeking leadership experience in how to run a small non-profit organization. The AmeriCorps Member will participate in initiatives to address issues concerning the Safety Net, such as: measuring the ways in which health outcomes are impacted by social determinants of health and building relationships with community health system providers/public health officials. The AmeriCorps Member will promote the elimination of health disparities among the uninsured, underserved, and economically and socially disadvantaged/vulnerable populations of Wisconsin.

**Objective of the Assignment:** Contribute to Marketing Initiatives

Member Activities:

- Design and promote publications to inform FCCs of available resources, updates, and events.
- Promote WAFCC through social media platforms and contribute to maintaining the organization's website.
- Participate in Marketing committee meetings.

**Objective of the Assignment:** WAFCC Membership Campaign

Member Activities:

- Assist in building and distributing membership campaign materials.
- Update and monitor membership database and documents.
- Participate in membership committee meetings.
- Monitor enrollment for the Volunteer Healthcare Provider Program.

**Objective of the Assignment:** Database Management

Member Activities:

- Work with clinics and outside consulting agencies to implement and distribute the Valuing Services Initiative.
- Monitor and clean member data on a regular basis.
- Maintain and enhance WAFCC's database capabilities in Salesforce.
- Work in Excel to improve the Valuing Services Initiative.

**Objective of the Assignment:** Market and Coordinate Membership Activities

Member Activities:

- Design and distribute membership campaign materials.
- Contribute to the development of outreach initiatives to FCCs not yet members of WAFCC.
- Assist clinic members in enrolling in WAFCC Membership and the Volunteer Healthcare Provider Program.

**Objective of the Assignment:** Create Educational Opportunities

Member Activities:

- Organize and host monthly webinars to offer education and resources for FCCs.
- Engage in planning the annual Safety Net Summit and WAFCC on the Road event.
- Research, develop, and design content for the monthly educational publications - Just the Facts - to highlight public health concerns.
- Design and develop content for the monthly newsletter: Snapshot.
- Provide related updates when needed at weekly FCC Leaders' Calls.