



**Richmond Healthy Futures Opioid Prevention and  
Environmental Stewardship [RHOPES]  
AmeriCorps Program  
2022-2023**

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*“Improving Parks/Public Spaces & Trails/Rivers”*

**Focus: Environmental Stewardship [ES]:** To address at-risk ecological systems within the City of Richmond by providing direct service in treating and improving parks, public green spaces, trails and rivers through invasive species removal, debris removal, and plant establishment.

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*“Providing Substance Abuse Recovery Coaching and Outreach Prevention Services”*

**Focus: Healthy Futures (Substance Abuse Prevention & Recovery) [HF]:** To address Opioid and Prescription Drug Abuse by deploying trained AmeriCorps members to provide peer recovery services and assist with community educational outreach events for increased participants’ knowledge regarding risk factors.

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Thank you for your interest in the Richmond’s RHOPES AmeriCorps Program, a federally funded grant initiative aimed at making positive impacting change at the local level.

We are looking for a team of individuals whose primary motivation for seeking the position is a desire to help the community and is not solely financial in nature. AmeriCorps members receive a living allowance (or stipend) which is disbursed evenly over the service term and an education award at the successful conclusion of the service term. All terms of service begin no earlier than September 12, 2022 and concludes no later than August 31, 2023. Below are the service hour requirements and monetary living allowances for the service commitment. Rates are set by our grant and are non-negotiable. **Please give serious consideration to these compensation levels and if you feel you are still interested in the position, complete the application.**

*Application Requirements: Completed applications must be submitted by:*

- **8/19/22** to serve from 9/12/22 to 8/31/23

to:

Paul Manning, AmeriCorps Program Director  
Parks, Recreation and Community Facilities  
AmeriCorps Program  
700 Blanton Avenue  
Richmond, VA 23221  
Email: [Paul.Manning@rva.gov](mailto:Paul.Manning@rva.gov)  
Office: (804) 646-6528

The City of Richmond is an Equal Opportunity Employer and does not discriminate against applicants or employees on the basis of race, color, religion, sex, national origin, age, disability, veteran status, or any other protected status as defined in local, state, or federal law.

Please check the boxes below to select your interest in the site(s) of preference. Site preferences are not guaranteed and Program positions and application information are subject to change.

## **Positions**

- **Full Time** (Serve 1,700 hours [34 hours/week]; receive a \$21,600 living allowance [taxable], paid bi-weekly)
- **Three Quarter Time** (Serve 1,200 hours [24 hours/week]; receive a \$16,200 living allowance [taxable], paid bi-weekly)
- **Half Time** (Serve 900 hours [18 hours/week] and receive a \$10,800 living allowance [taxable], paid bi-weekly)

## **Sites**

### **Parks, Recreation and Community Facilities (3 Quarter Time positions)**

PRCF AmeriCorps members will serve to provide transformative environmental impact, education and skills-based learning through one-on-one instruction, workshops, classes, and community outreach events.

**[ES] Annie Giles Community Center:** One Three Quarter Time member will be trained to provide valuable park-based job skills through onsite horticulture. This position involves improving parks and green spaces within the City of Richmond. **(1 Three Quarter Time position - open)**

**[ES] Community Gardens:** One Three Quarter Time member will be trained through PRCF's community garden program (Richmond Grows Gardens) to treat and improve community gardens and teach program beneficiaries vital skills for positively impacting acres and public parks. **(1 Three Quarter Time position - open)**

**[ES] James River Park System:** One Three Quarter Time member will be trained to accurately identify and remove invasive plant species, as well as to lead efforts in invasive plant removal and native plant restoration. In addition, this member will assist the City's Trail Crew with trail maintenance, construction, and volunteer project planning. **(1 Three Quarter Time position - open)**

### **[HF] The McShin Foundation**

McShin will continue to improve and expand its recovery residential program. McShin will do this through the use of Peer Recovery Support interventions and through the placement of two Full Time AmeriCorps members who will be trained as McShin Recovery Coaches. They will increase the variety of social support groups and one-on-one life skills trainings for adult participants in its recovery residence program. **Applicants must be in recovery from a Substance Use Disorder. (2 Full Time positions - open)**

[HF] Virginia Commonwealth University – Rams In Recovery (One [1] Quarter Time Position)

Virginia Commonwealth University (VCU) founded Rams in Recovery (RIR); a Collegiate Recovery Program that believes students should not have to choose between recovering from addiction and a college education. RIR creates an on-campus community that supports and celebrates recovery in college while fostering students' academic success. Rams in Recovery (RIR) will use Peer Recovery Coaching Support interventions through the placement of 1 Three Quarter Time and two Half Time AmeriCorps members to be trained as Peer Recovery Coaches. This would allow Rams in Recovery to expand services and hours to support more students. **(Weekend hours required.) (1 Three Quarter Time position and 2 Half Time positions - open)**

[HF] REAL LIFE Community Center (RLCC)

“The REAL LIFE Community Center’s primary objective is to attract and serve individuals with a desire to overcome their substance use disorder (addiction) or sustain their sobriety, in order to help equip them to achieve a thriving life.” One Half Time AmeriCorps member will be placed at REAL LIFE, trained to provide peer-recovery, recovery coaching, and education services. These positions include a commitment of two to three evening sessions per week. **(1 Half Time position - open)**

[HF] Starfish Recovery and Wellness

Starfish Recovery & Wellness is the leading recovery organization for the use of holistic wellness as a tool to improve recovery outcomes. Starfish Recovery & Wellness' unique approach is designed to decrease the likelihood of relapse and increase the likelihood of long term recovery. We implement a diverse set of evidence based wellness practices in addition to traditional recovery pathways. One Half Time AmeriCorps member will be responsible for providing peer support services including conducting 1:1 weekly check-ins on established recovery plan goals. One Full Time AmeriCorps member will be responsible for providing a wide range of peer support services including 1:1 peer coaching and peer education.

Please print all information and complete all sections of this application and also provide a signature where requested.

**PERSONAL INFORMATION**

LEGAL Name \_\_\_\_\_  
Last First Initial

Address \_\_\_\_\_  
Street City State Zip

Telephone ( ) \_\_\_\_\_ - \_\_\_\_\_ Mobile ( ) \_\_\_\_\_ - \_\_\_\_\_

Email address: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Social Security Number: \_\_\_\_\_

How did you hear about this position? \_\_\_\_\_

**Citizenship Status (Please check only one)**

U.S. Citizen by birth     U.S. Citizen by naturalization     Alien permanent resident

Are you legally authorized to work in the United States?     Yes     No

**EDUCATIONAL BACKGROUND**

**(Begin with most recent)**

Name and Address of School	Years Attended	Degree	Major Field	Graduated? Yes/No

**EMPLOYMENT HISTORY**

**(Include all prior employment (even if you plan to attach your resume) and begin with most recent.)**

Employer: \_\_\_\_\_ Phone (    ) \_\_\_\_\_ - \_\_\_\_\_  
Address \_\_\_\_\_  
Supervisor: \_\_\_\_\_ Your Position/Duties: \_\_\_\_\_  
\_\_\_\_\_  
Type of Employment (FT/PT/Temp): \_\_\_\_\_  
Reason for leaving: \_\_\_\_\_  
Dates of Employment: \_\_\_\_\_ Starting Rate of Pay: \_\_\_\_\_ Last Rate of Pay: \_\_\_\_\_

Employer: \_\_\_\_\_ Phone (    ) \_\_\_\_\_ - \_\_\_\_\_  
Address \_\_\_\_\_

Supervisor: \_\_\_\_\_ Your Position/Duties: \_\_\_\_\_  
\_\_\_\_\_  
Type of Employment (FT/PT/Temp): \_\_\_\_\_  
Reason for leaving: \_\_\_\_\_  
Dates of Employment: \_\_\_\_\_ Starting Rate of Pay: \_\_\_\_\_ Last Rate of Pay: \_\_\_\_\_

Employer: \_\_\_\_\_ Phone ( ) \_\_\_\_\_ - \_\_\_\_\_  
Address \_\_\_\_\_  
Supervisor: \_\_\_\_\_ Your Position/Duties: \_\_\_\_\_  
\_\_\_\_\_  
Type of Employment (FT/PT/Temp): \_\_\_\_\_  
Reason for leaving: \_\_\_\_\_  
Dates of Employment: \_\_\_\_\_ Starting Rate of Pay: \_\_\_\_\_ Last Rate of Pay: \_\_\_\_\_

**REFERENCES**

Name: \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Number of Years Acquainted: \_\_\_\_\_

Name: \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Number of Years Acquainted: \_\_\_\_\_

Name: \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Number of Years Acquainted: \_\_\_\_\_

**\*\*Personal Statement\*\*(Must be included in application)\*\***

On a separate page, type or print legibly a 400-word statement explaining (i) what you will contribute to this AmeriCorps program, (ii) how the experience will advance your personal and professional goals and (iii) what the term commitment means to you. Please spend time preparing your statement. Be thoughtful and honest in preparing your answer. Attach your personal statement to your application. **Applications without a Personal Statement will not be considered.**

**Please note:** Prior to admission to the program, all candidates will be required to submit to substance use screening, national sex offender registry check and FBI and Criminal checks. Candidates selected for an interview will be requested to provide state issued identification to properly conduct the National Sex Offender Registry Check.

### Applicant's Certification

I certify and affirm that the information provided by me during interviews, on this application and all other related documents to be true in all respects, and I further understand that any false or misleading statements or omissions, whenever discovered, will be grounds for immediate termination from further consideration or termination from service in the program.

I understand and agree that nothing in this Application or anything conveyed during any interviews is intended to create a contract for acceptance. If accepted, I agree to conform to the guidelines and policies of this City of Richmond Parks, Recreation and Community Facilities' AmeriCorps RHOPE program.

I understand that I or the City of Richmond Parks, Recreation and Community Facilities' AmeriCorps RHOPE program may terminate my service at any time, with or without cause, and that any assurances of continued service, whether written, oral or by conduct, shall not be interpreted as changing the "at will" nature of my service.

I understand that if I am accepted in the program, I will be required to satisfy the requirements of the Immigration and Control Act by showing eligibility for legal employment in the U.S. before my first day of orientation.

I understand that the City of Richmond Parks, Recreation and Community Facilities' AmeriCorps RHOPE program will conduct a routine background investigation in connection with my application including but not limited to a criminal background check.

I understand that I will be subject to random drug screenings throughout my service.

I authorize the City of Richmond Parks, Recreation and Community Facilities' AmeriCorps RHOPE program to verify all references and information provided by me in this application. I release the City of Richmond and the RHOPE program and any person or company responding to any reference or request for information from any claim or liability regarding any information or opinion supplied.

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Applicant's Signature

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Date

I, \_\_\_\_\_, give City of Richmond Parks, Recreation and Community Facilities' AmeriCorps RHOPE program permission to obtain a Criminal History Record/Sex Offender & Crimes Against Minors Registry Search, VA State Police, State of Residency, if applicable, a FBI fingerprint background check and a drug and alcohol screening as a condition of my acceptance and service. I understand that this information will be maintained in my file and will remain confidential.

**Legal Last Name** \_\_\_\_\_

**Legal First Name** \_\_\_\_\_

**Legal Middle Name** \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_