



## NATIONAL ASSOCIATION OF CHRONIC DISEASE DIRECTORS Public Health AmeriCorps West Virginia Service Opportunity

### POSITION OVERVIEW:

**Position Name:** NACDD Public Health AmeriCorps Service Member

**Position Type/Hours:** Three Quarter Time/1200 hours

**Service Location:** Active Southern West Virginia  
116 North Heber St. Suite B. Beckley, WV 25801

**Living Allowance:** \$8,074.00

**Education Award:** \$5,176.50

**Total Award:** \$13,250.50

### PROGRAM PURPOSE:

The National Association of Chronic Disease Directors (NACDD) is a national public health non-profit agency focused on improving the health of the public by strengthening state and national leadership and expertise for chronic disease prevention and control. NACDD's core membership is composed of the 59 State and Territorial Health Department Chronic Disease Directors and their staff who protect the health of the public through primary and secondary prevention efforts and work "upstream" on root causes of chronic conditions. NACDD promotes health and reduces the burden of chronic disease through various programs and initiatives in collaboration with the Centers for Disease Control and Prevention's (CDC) Division of Nutrition, Physical Activity, and Obesity and the Division of Population Health, and a team of nationally recognized experts.

To enhance public health resources across the country and support state and local public health settings respond to and recover from the COVID-19 pandemic, the Public Health AmeriCorps (PHA) program supports the recruitment, training, and development of the next generation of public health leaders. In partnership with State Health Departments, local health departments, other community-based organizations, and/or local YMCAs or YMCA State Alliances, Service Members will be placed across twenty states to advance existing efforts around food and nutrition security, safe physical activity access, social connectedness, and health equity, all within the context of the impact of the COVID-19 pandemic.

### SPECIFIC SERVICE FUNCTIONS AND RESPONSIBILITIES:

The Active Southern West Virginia (SWV) Service Member will build Active SWV's volunteer capacity by improving and implementing the volunteer recruiting and training plan for the organization's physical activities and organized exercise for underserved communities in Southern West Virginia. As a result of the member's service, residents of SWV will improve their physical health, opportunities for residents to engage in physical activities will increase, residents will become more educated about exercise and physical activity, and Active SWV's programs will become more sustainable.

The Active SWV Service Member will:

- Reivew and update volunteer recruitment and training manuals.
- Help support release of surveys to volunteers, participants, and the community.
- Meet with current volunteers and program partners to develop systems for communication, recruitment, and volunteer retention.
- Improve outreach processes and systems for volunteer recruitment.
- Help with coordination of weekly and monthly physical activity programs in underserved communities.
- Research barriers and strategies for overcoming barriers to physical activity.

- Attend monthly meetings with partners such as Family Resource Network, Parks and Recreation, Chamber of Commerce, and community groups.
- Host public meetings in communities across southern West Virginia seeking partnership and program development.
- Research funding opportunities to support community based physical activity programming.
- Research, organize, and distribute regional resources from partners to the organizations volunteers and participants.

#### **DESCRIPTION OF ANTICIPATED SERVICE SCHEDULE:**

- Hybrid service hours - 60% in office, 40% remote.
- Service hours are to be completed Monday-Friday between the hours of 8:30am and 4:30pm time.
- A maximum of 20% of service hours may be training, education, or other similar approved activities
- A maximum of 10% of service hours may be fundraising activities

#### **DESIRED SKILLS & COMPETENCIES**

- Physical activity, exercise science, physical therapy, coaching experience, knowledge, or interest
- Excellent communication skills – both written and verbal
- Self-starter, someone with initiative who can take a project and run with it.
- Excellent organizational skills and ability to follow up and follow through on tasks.

#### **NON-DISCRIMINATION NOTICE**

- The NACDD PHA program operates in accordance with federal and AmeriCorps program requirements on non-discrimination. In accordance with applicable laws and regulations, the NACDD PHA program prohibits all forms of discrimination and harassment based on the protected categories of race, color, national origin, sex, age, religion, sexual orientation, disability (mental or physical), gender identity or expression, political affiliation, marital or parental status, reprisal, pregnancy, genetic information (including family medical history), military service, or their submission of a complaint. NACDD's compliance history is available upon request.

#### **REQUIRED COMMITMENT**

- Service members are expected to complete 1200 service hours within a one (1) year timeframe.
  - The service year begins 02/03/2025 and ends 02/02/2026.

#### **ORIENTATION AND TRAINING**

Members must participate in

- Pre-service orientation
- PHA-specific training
- Program-specific training
- Any other trainings deemed necessary by the Host Service Site supervisor

Note: Trainings will be limited to 20% or less of PHA Service Members service hours

## EVALUATION AND REPORTING

PHA Service Members will:

- Complete quarterly assessments of the PHA Program to include their host site experience, trainings, sense of belongingness and inclusivity, interest in pursuing a career in public health, etc.
- Complete monthly reflection forms
- Participate in quarterly performance evaluation and reviews with their Host Service Site supervisor
- Be required to submit service timesheets biweekly

## PUBLIC HEALTH AMERICORPS ELIGIBILITY AND REQUIREMENTS

PHA Service Members must:

- Be at least 18 years of age at the commencement of service
- Have a high diploma or its equivalent
- Be a citizen, national, or lawful permanent resident alien of the United States
- Satisfy the National Service Criminal History Check eligibility criteria pursuant to [45 CFR 2540.202](#)
- Live in the geographic region and within commutable distance of the host service site and support a hybrid work schedule

## OTHER PROGRAM ELIGIBILITY AND REQUIREMENTS

- Must be willing to comply with all Host Service Site vaccination requirements, including for COVID-19
- Must be willing to travel to meet volunteers, partners, and for programming.
- Must be willing to work evenings and weekends according to the organization's programs and events.

## PUBLIC HEALTH AMERICORPS PROGRAM BENEFITS

- Living allowance of \$8,074.00 over the course of the term of service
- \$5,176.50 Segal Education Award at the end of a successful service term
- Student loan deferment and interest forbearance
- Increased professional awareness and accumulated real-world experience to enhance job competence following completion of service year
- Join a network of like-minded leaders who are passionate about improving communities and the health and wellbeing of community members

## HOW TO APPLY

1. **Submit Your Application by 12/20//24:** Complete and submit the NACDD Public Health AmeriCorps Program Application through the following Smartsheet link:  
<https://app.smartsheet.com/b/form/766fd3822c5942aa909458fef11dd12a>

## FOR MORE INFORMATION

- Tierney Thomison, Public Health AmeriCorps Program Manager, National Association of Chronic Disease Directors ([tthomison@chronicdisease.org](mailto:tthomison@chronicdisease.org)) and Chelsea Cole, Public Health AmeriCorps Senior Program Coordinator ([ccole@chronicdisease.org](mailto:ccole@chronicdisease.org))
- [NACDD Public Health AmeriCorps](#)
- [National Association of Chronic Disease Directors \(NACDD\)](#)