



Community Mediation Service Corps (CMSC) Position Announcement 2023-2024

The New York State Dispute Resolution Association (NYSDRA) is currently recruiting new members for its 2023-2024 Community Mediation Services Corps (CMSC) cohort. CMSC is an AmeriCorps-based program effected as a partnership between NYSDRA and several of our non-profit Community Dispute Resolution Centers (CDRCs) partners located across the state of New York. As a CMSC Member, you will work directly with a CDRC, helping to build the center's capacity while being trained as a skilled community-based, alternative dispute resolution (ADR) practitioner.

NYSDRA works with each accepted CMSC member to match them to the CDRC that best fits their skills and interests. CMSC members are placed in local programming, providing services that are responsive to the unique needs of the communities that the CDRCs serve, in the areas of school-based interventions, youth and family-based programming, and indirect services that support the provision of direct services. You can learn more about NYSDRA and the CDRC network by visiting our website at nysdra.org.

Members accepted into the CMSC program will have the opportunity to gain practical skills and experience, contribute to the health and vitality of their own communities, all while earning a generous stipend (\$22K for full-time/\$11K for part-time) and a financial award that can be applied toward eligible educational expenses.

The following are the service titles under which a CMSC member may serve:

CMSC (AmeriCorps) Member Program Tracks:

1. **Youth Services Conflict Resolution Specialist** (*full or part-time placements available*): Members in this program track will serve multiple schools and/or support juvenile justice initiatives at the CDRC. In addition to programming and service delivery responsibilities, members can be expected to also support outreach activities to promote the CDRC program. CMSC members may also engage in supportive indirect services.
2. **Capacity Building Specialist** (*full or part-time placements available*): Members in this program track serve at the CDRC Host Site engaging in indirect services such as, but not limited to, scheduling, conducting case intake, and coordinating other volunteers for the program to support the direct services needed under the program and for the Host Site. Note that AmeriCorps members in this program track may also engage in direct services under the other program tracks.
3. **Family Services Specialist (incl. Custody/Visitation)** (*full or part-time placements available*): Members in this track will serve at the CDRC Host Site conducting case intake, scheduling, and

participant preparation prior to mediation. Members will also co-mediate cases with experienced volunteer mediators, conduct post-mediation follow-up, collect party demographics, and enter cases into the Caseload Manager (CLM) database. In addition to programming and service delivery responsibilities, members can be expected to also support outreach activities to promote the CDRC program. CMSC members may also engage in supportive indirect services.

Note: Member program tracks and activities are intended to be general parameters. Day-to-day programming will vary from site to site.

Essential Activities of CMSC AmeriCorps Members:

- Strengthen partnerships between their host CDRC and local stakeholders by building relationships with organizational partners, families, school administrators, teachers, staff, and students.
- Assist with case management services.
- After training, provide conflict resolution services including mediation, restorative practices, conflict coaching, and conflict management training, depending on the local community's needs.
- Administer client surveys to conflict resolution service recipients.
- Enter case data and client surveys into the Caseload Manager database and other data tracking systems.
- Analyze data and provide reports to stakeholders.

Requirements of Service

- Available to serve full-time (37.5 hours a week for 52 weeks) or part-time (19 hours a week for 52 weeks).
 - Reduced hours may be negotiated directly with the Host Site.
- Be at least 17 years of age or older.
- Have a high school diploma or equivalent.
- Be a citizen, national, or lawful permanent resident alien of the United States.

Benefits of Service

- Living Allowance Stipend (*estimated, pre-tax*):
 - Full-Time: \$22,000 a year (approximately \$846.15 bi-weekly)
 - Part-Time: \$11,000 a year (approximately \$423.08 bi-weekly)
- [Segal AmeriCorps Education Award](#) (upon completion of the program):
 - Full-Time: \$6,895 (1700 Hours)
 - Part-Time: \$3,447.50 (900 Hours)
 - Eligibility to transfer the award (for members age 55 years or older at the time of enrollment)
- [AmeriCorps Childcare Benefits Program](#)
 - For full-time members with qualifying dependents 13 years old and under
- [AmeriCorps Member Assistance Program \(MAP\)](#)
 - 24/7 counseling & support services
- Individual health insurance for full-time members through [Cigna](#) (*if eligible*)
- National Service-related forbearance on qualified student loans

- Service in an AmeriCorps program is considered *eligible employment* under the Public Service Loan Forgiveness (PSLF) program
- Obtain a [Mediator Certification](#) upon completion of the program
- [NYSdra Membership Benefits](#), including free access to NYSDRA’s Annual Conference
- Partnerships with [Schools of National Service](#)
- Partnerships with [Employers of National Service](#)
- Coordination with Public Assistance Benefits
 - Eligible for coordination: SNAP, WIC, SSI, Medicaid, and Medicare, Section 8, any need-based federal student financial aid (e.g., Pell Grant)
 - **Note:** Service in AmeriCorps may affect some types of public assistance benefits held prior to enrolling in the program. Interested applicants are encouraged to contact the designated social services agency in your service location for more information.
- Specialized training, professional development, networking opportunities, and much more!

We place an emphasis on member training and development to deepen members’ connection to and understanding of the ADR community. At the start of the program, members will attend an orientation at their Host Site as well as several training courses that lead to a Mediator Certification. Members may also participate in additional trainings to continue their professional development throughout the program year.

The program has full-time positions (37.5 hours a week for 52 weeks) and part-time (19 hours a week for 52 weeks) positions available, depending on the CMSC Host Site. Members can start the program in early September or November 2023 and serve for a 12-month period.

How to Apply

Applying is easy! Interested individuals can apply through the [MyAmeriCorps.gov](#) portal. To find all available positions on [MyAmeriCorps.gov](#), select "Refine Search" at the bottom of the listing, use the Advanced Search Listing function and type the word “CMSC” in the program name field.

If you have any questions or need assistance completing the application process, please contact us at (518) 687-2240 ext. 102 or via email at CMSCAmeriCorps@nysdra.org.