Basic Needs Outreach Specialist
Minnesota State College Southeast
In Partnership with Public Allies Twin Cities

Position description:
The primary function of this role is to support Minnesota State College Southeast in coordinating and delivering basic needs services. The candidate will build partnerships with community organizations and support outreach initiatives, promote participation in benefits enrollment opportunities, and coordinate with partners to bolster support systems for students as they pursue post-secondary credentials. The candidate will have experience networking professionally with community partners, fostering a safe environment for students of all backgrounds, and working closely with college staff to build support systems for students. Areas of focus may include connecting students to local drug and alcohol mitigation resources, expanding food insecurity prevention efforts, facilitating partnerships with community food insecurity resources, supporting the facilitation of the SNAP E&T Grant, including data entry and case support, participating in MNSure Navigator training and supporting student access to MNSure, facilitating connection with existing transportation services and exploring additional avenues for transportation services, and exploring funding opportunities for basic needs services. This position is based on our Red Wing campus, with regular travel to our Winona campus, and some remote work available.

Responsibilities:
- Supports facilitation of SNAP E&T Grant, including promotion, data entry and case support
- Creates and delivers programming related to basic needs services
- Connects students to local drug and alcohol prevention/mitigation resources
- Reaches out to community organizations to facilitate partnerships to support basic needs services, including food pantries, transportation services, child care services, and others
- Explores funding opportunities for basic needs services
- Explores partnerships with community mental health resources
- Explores partnerships with community LGBTQIA+ resources
- Creates and maintains a safe and inclusive environment for all students

Minimum Qualifications:
- Minimum of an Associate’s degree or equivalent professional experience
- 1-2 years of experience (paid or volunteer) in community planning, outreach, basic needs coordination, social work, human services, or related experience
- Excellent written and oral communication skills

Preferred Qualifications (helpful, but not required):
- Experience networking and forming partnerships with community organizations
- Proficiency with graphic design software such as InDesign, Photoshop, Canva, or Gimp
Essential job functions:

• Must have a valid driver’s license and be able to travel between service sites and Twin Cities Metro area
• Must foster inclusive and safe environment for students from diverse backgrounds

This is a 10 month Public Allies Twin Cities commitment: September 2020 – June 2021. The ideal candidate will attend Public Allies Twin Cities Core Training the week of September 9-11, 2020, and will begin their first day of placement at Minnesota State College Southeast on September 14, 2020.

Public Allies receive a $1500 monthly stipend, and are provided with health coverage including childcare benefits, if eligible, by Public Allies Twin Cities. Public Allies also receive over 300 hours of rigorous training in nonprofit mechanics and values-based leadership.

MSC SOUTHEAST IS AN EQUAL OPPORTUNITY EMPLOYER
Qualified Black, Indigenous, People of Color (BIPOC) and LGBTQIA+ candidates are strongly encouraged to apply.

Qualified candidates should apply through the Public Allies Twin Cities portal: http://apply.publicallies.org/

Questions about Public Allies Twin Cities: contact Latosha Cox at latoshac@pillsburyunited.org

Questions about the position or MSC Southeast should be directed to: arielle.pompilius@southeastmn.edu