

Total Action for Progress

TAP Fund Development & Communications VISTA (Hybrid)

Location: Roanoke, VA

Target Start Date: October 27, 2025

Apply here: <https://my.americorps.gov/mp/listing/viewListing.do?id=127284>

Learn more about Total Action for Progress here: <https://tapintohope.org/>

Serve your community and develop your professional skills through a year of service with AmeriCorps VISTA! In this hybrid position, the Total Action for Progress Fund Development & Communications VISTA will build capacity by establishing stable and sustainable resource development practices. The Member will do so by developing a three-year fundraising plan, implementing policies and procedures for donor outreach and tracking, and supporting communications and marketing efforts. The right fit for this position will be self-driven and highly motivated, with a strong interest in capacity-building, fund development, and marketing/communications. Applicants should demonstrate excellent written and verbal communication skills, organizational abilities, and the capacity to serve both independently and collaboratively. Proficiency in Microsoft Office and social media platforms is preferred. A valid U.S. Driver's License or other means of reliable transportation is required.

Total Action for Progress provides programming for individuals and families facing economic hardship in the Roanoke Valley and Allegheny Highlands. This programming addresses needs such as education, employment opportunities, and housing. As the Fund Development & Communications VISTA, you will address poverty by creating sustainable resource development practices that will allow Total Action for Progress to continue serving its community.