



Steps for Applying Online for AmeriCorps and AmeriCorps VISTA

Welcome! Getting involved in national service is a great opportunity. Below are a few steps to help you complete the online application.

1. Go to “nationalservice.gov”
2. Click on “For Individuals”
3. Click on “Join Now”
4. Click on “Join AmeriCorps”
5. Step 1 - Tell Us Your Interest – select - “Community Development”
6. Step 2 - Choose Where to Serve - select -“Missouri”
7. Click on “Search”
8. Go to the last program on the last page and select “Waynesville VISTA”
9. Click on “Apply Now”
10. Respond “OK” to the prompt asking if you would like to register.
11. Complete the application. Sometimes the system is a bit cantankerous. Below are some suggestions to make the process easier and ensure that I receive your application:
 - a. Compose the answers to essay questions in a separate Word document and save them, just in case there is a problem with the system.
 - b. Pay close attention to the character count limit and do not go over.
 - c. You **MUST** enter an email address in order for the references section to be considered complete. If your reference does not have an email address enter noemail@yahoo.com or the system will not accept you application.
 - d. Write down your user name and password. You will need it later.
 - e. Print a copy of your application.
12. If you followed all of the steps correctly and the system is working I should now have your application.
13. **Call 433-2030 to be sure that your application was received! This is very important because frequently applicants believe they have applied but I do not have access to their application.**
14. If you have any problems contact the Help Desk at...1-800-942-2677 or email them at questions@americorps.org

I look forward to meeting you!

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