



TITLE: Community Mediation Service Corps

New York Peace Institute (NYPI) is proud to host AmeriCorps Members through the Community Mediation Service Corps (CMSC). The Members will serve to expand access to conflict resolution services and build capacity for communities across New York City.

ORGANIZATION DESCRIPTION:

New York Peace Institute is one of the nation's largest non-profit conflict resolution organizations, helping thousands of people peacefully, creatively, and durably resolve their disputes each year. We provide free conflict resolution services, including mediation, conflict coaching, facilitation, arbitration, and restorative justice processes virtually, through our Brooklyn and Manhattan Centers, and in cooperation with courts, community-based organizations, schools, and governmental agencies. In addition, we train and credential mediators, host public events on peacebuilding, and provide customized training and consulting services in New York City and beyond.

AMERICORP MEMBER ROLE:

The AmeriCorps Member supports the delivery of community-based and court-referred conflict resolution services by strengthening NYPI's administrative and operational capacity. The AmeriCorps Member assists with client intake, case management support, data entry, and maintenance of case records for mediation, restorative processes, outreach, and training. Responsibilities include responding to client emails and phone calls, coordinating participant communications, supporting referral processing, and assisting with scheduling and documentation. The Member may also support outreach and community engagement efforts to increase awareness of NYPI's services.

We are seeking to hire three AmeriCorps Members to support either our Small Claims Court Mediation, Housing Mediation, or Organizational Conflict Consulting programs.

- **The Small Claims Court** program provides mediation for parties involved in contractual disputes that are pending in court
- **The Housing** program provides mediation for disputes between landlords and tenants
- **The Organizational Conflict Consulting** program provides facilitation, conflict consulting, and mediation for disputes within organizations

BENEFITS:

- At the outset, all AmeriCorps Members will receive training in mediation and case management, and depending on their specialized area, they will attend trainings in restorative justice processes and conflict coaching. Furthermore, opportunities for professional development will be a regular feature of these positions.



- AmeriCorps Members are provided a \$18,750 living allowance and must complete 1200 hours of service during their 10-month term beginning September 2026. They will receive individual health insurance and can earn a Segal Education Award upon successful completion of their term.

HOW TO APPLY:

Email your resume and cover letter to internships@nypeace.org. Please indicate in the subject line of your email the program to which you are applying: Specify:

- AmeriCorps Program - Small Claims Court, or
- AmeriCorps Program - Housing, or
- AmeriCorps Program - Occupational Conflict Consulting