



Outdoor Outreach empowers at-risk and under-privileged youth to make positive, lasting changes in their lives through comprehensive outdoor programming.

Volunteer Position Description:	COMMUNITY OUTREACH AND CIVIC ENGAGEMENT (COCE)
Supervisor:	Teri Ayotte, Development Manager
Length of Commitment:	4+ hours per week
Days/Location of Work:	Weekday hours at 5275 Market Street Or work from home, as applicable Some weekend commitment, as necessary
Description:	With direction from the Development Manager, the COCE volunteer will be responsible for finding ways to get the word out about Outdoor Outreach. The goal is to find more community support, volunteers and donors.
Duties:	<ul style="list-style-type: none"> * Community outreach would entail locating events and festivals at which we would benefit from showing a presence. * Civic engagement would entail locating speaking engagements for Outdoor Outreach representatives to make the community aware of our mission, vision and values. * Creating a spreadsheet and calendar of events and engagements and coordinate with the Volunteer Coordinator to recruit volunteers. * The position does not necessarily require attendance or presentation at these events and engagements. However the role could evolve, if that is the desired direction of both the volunteer and the supervisor.
Desired Qualifications:	<ul style="list-style-type: none"> * Office experience * Comfortable with community outreach and calling potential partners * Microsoft Office especially Excel * Enthusiastic, social and outgoing personality * Organizational skills * Free-thinker/Self-starter * Passionate about the Outdoor Outreach mission, vision and values * Public speaking experience a plus
Training:	Outdoor Outreach mission, vision and values Community outreach and civic engagement overview
What is meaningful about this position?	Outdoor Outreach thrives on community awareness and support. This position will help bring Outdoor Outreach to the forefront in order to help the organization build and grow.

Contact:

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