



Job Title:	Social Outreach Coordinator	Job Category:	PR/HR
Location:	Missoula	Travel Required:	No
Level/Salary Range:	Starting at \$12.00/h	Position Type:	Probationary 6-mo Position
HR Contact:	Rachel Nordhagen	Date Posted:	April 20, 2017
Will Train Applicant(s):	Yes, limited	Posting Expires:	May 20, 2017

Resumes Accepted By

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Job Description

ROLE AND RESPONSIBILITIES

Engage with outside organizations to create outreach opportunities for the UU Fellowship including:

- Create PR opportunities to inform local citizens about the activities and goals of the UUF
- Make university contacts for music and programming
- Research existing UU resources that the UUFM should be utilizing
- Coordinate with other UU fellowships to implement multi-group activities such as children's summer camps, state-wide social justice, family camps, etc.
- Attend monthly board meetings

PREFERRED SKILLS

- Experience managing multi-group activities
- Ability to fulfill the job description within a reasonable amount of time
- Experience using social media for coordination and public relations

SPECIFIC GOALS

- Organize at least two social justice activities for the fellowship.
- Establish relationship with a contact within the UUA
- Establish relationships with at least four other UU Fellowships within our multi-state district and at least 8 local community organizations to organize activities such as community outreach and social justice.
- Present two Sunday services, within 6 months