THEIR STORY IS OUR STORY

Community Program Coordinator

Major Objectives

The Community Program Coordinator provides a critical link between TSOS and local communities, using our stories to influence the perception and reception of refugees through service and partnerships with local nonprofit organizations in your hometown.

Major Responsibilities

- Partner peaceably with other local refugee organizations to gather local stories of integration and belonging. Training materials for story gathering will be provided by TSOS. Gathered stories will be preserved and protected in the Global Refugee Archive.
- Find opportunities to gather and share our stories at local community events.
- Partner with local refugee organizations to provide local refugee service opportunities in conjunction with storytelling events.
- Support recruitment efforts for our educational curriculum and programs, including integrated college campus internships, and secondary education assemblies and presentations.
- Logistical planning for local presentations and service learning opportunities.
- Build a small team of Community Liaisons to help you execute these tasks.

Commitments

The Community Program Coordinator role requires about 3-5 hours of work per week and a minimum one year commitment. CPCs are required to attend a bimonthly teleconference meeting. TSOS respects the needs of volunteers to balance other home and professional commitments. The Director of Community Programs will work with the Community Program Coordinator to ensure that communication, meetings, and commitments align within the volunteer's boundaries and availability.

Onboarding

The Director of Education & Engagement will onboard the Community Program Coordinator to the TSOS organization and communication systems. The Community Program Coordinator will meet with the Director of Community Programs to get clarity on responsibilities and to provide guidance on ini3al assignments.

Supervision

The Community Program Coordinator is managed by the Director of Community Programs and is considered a member of the Community Program Team.