



TSU Outreach Coordinator

Job Description/ Summary

We are looking for a talented and motivated Outreach Coordinator to join our team at The Student Union! This person will be responsible for bringing our vision of "Empowering The Next Generation To Boldly Impact Their Community" to life by making meaningful relationships with guests and local organizations.

The Student Union is a nonprofit organization that specializes in collaborating with local and global organizations as service ambassadors. We seek to boldly impact our communities, whether through various local service opportunities that the whole family can attend, through unique courses and events that students can participate in, down to the cup of coffee you drink. Our location aims to be a hub for community impact and transformative relationships.

As the Outreach Coordinator, you will be focused on engaging with current volunteers and Acacia Educational Support mentors, parents of students participating in Acacia, searching for potential volunteers, identifying collaborative opportunities within the community and neighboring areas, and helping execute and organize outstanding events/programs.

This position will report to and work alongside the Executive Leadership team, the Social Media & Marketing Manager and Cafe Manager(s).

Responsibilities

- Represent the organization's vision and intentional culture.
- Build a network of connections with parents, volunteers, students and organizations.
- Develop partnerships with a variety of non-profit organizations.
- Recruit, train and supervise volunteers for our service and programming opportunities.
- Lead the Acacia academic mentoring program.



OUR PRINCIPLES

- **Demonstrate, through our actions, God's love and our faith in Jesus Christ.**
- **Develop students in the areas of academics, career readiness, leadership, volunteerism, and artistic expression.**
- **Promote confidence in one's ability to positively impact others.**
- **Support communities and local businesses through thoughtful partnerships.**



Responsibilities Continued...

- Create and lead events that promote our vision and deepen our guests participation.
- Maintain a database of relevant volunteers, participants, and contacts.
- Develop service opportunities that would be suitable for students and family groups.
- Intentionally interact with students to engage, encourage, and empower them.
- Maintain positive relationships with a deeper sense of purpose across our network.

Requirements, Qualifications & Physical Demands

- A degree in ministry, education, social work, or related field.
- Two years of work experience in a related position.
- Outstanding relationship-building ability.
- Well-organized with excellent multi-tasking abilities.
- Strong communication and interpersonal skills.
- Experience in volunteering and recruitment.
- Ability to use G-suite and Microsoft Office, Zoom, Cognito Forms and Mailchimp.

Next Steps

- Provide a resume and cover letter explaining why you have an interest in this position
- Include at least three references from people who have first-hand knowledge of your passion and experience
- Please send the above information in PDF format to info@thestudentu.org with the subject line "[First, Last Name] - Position Title"

If your initial information is reviewed and we believe you are a qualified candidate, you will be contacted by a member of our hiring team with your next steps. We encourage you to pray about joining us. We are praying for the right person to join in serving Christ and our community alongside of us!