**Community Outreach Team Member**

**Position Description:**

The Community Outreach Member works primarily in the field with Returning Citizens Veterans, Homeless, Parents, Children, and the Community-at-Large to raise awareness of Arm & Arm Peer to Peer Re-Entry Organization. The member builds strategic relationships, conducts a variety of outreach activities, and maintain relationships with local businesses. The work will focus in the Green Valley, Ballston, Clarendon and Court House communities, but may include other areas in The DMV.

**Primary Responsibilities:**

* Work with marketing team to implement an outreach plan that targets Returning Citizens, Veterans, At Risk Youths, Homeless, Communities, other Organizations and Voter Registration.
* Work collaboratively with outreach members to set up, execute, and break down community events such as Listening Sessions, Community Health Fairs, Festivals, and Expos.
* Maintain documentation of outreach activities and assist in tracking data related to attendance and inventory of materials.
* Attends and participates in all meetings and trainings to build and maintain knowledge of Arm & Arm.

**Candidate Requirements:**

* High school Graduate (or GED) NOT Required (must be willing to obtain)
* Public speaking skills
* Organizational skills
* Familiarity with the different communities
* Ability to perform several tasks concurrently, time management and organizational skills
* Ability to perform light physical demands
* Able to work effectively both independently and collaboratively
* Must have knowledge of and be comfortable presenting information related to the specific project being assigned.
* Spanish speaking a plus