



## Part-Time State Coordinator - Washington

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State Coordinators coach, train, and mentor Eagle Leaders in their state, while inspiring members to participate in events thereby building an ecosystem that accomplishes the Team RWB mission of enriching veterans' lives.

Reporting to the Veteran Engagement Manager, the State Coordinator directly supports Team RWB chapters, volunteer leaders, and members within their state.

Each team member makes a significant contribution to our success. Therefore, the assigned responsibilities are not limited to this job description. This document outlines the primary duties, job scope, and qualifications. We expect each team member to offer their services wherever needed to ensure our success.

### Primary Responsibilities:

- Drive in person veteran engagement in your state in support of the Team RWB mission, and achieve associated veteran engagement goals.
- Support Monthly Missions in your state by facilitating the hosting and attendance of events, and ensuring the chapters in your state host monthly missions each month.
- Analyze your state. Develop a plan for your state that will support chapters and events where you can impact the most veterans.
- Host at least four high-quality and inspiring events in your state every year (preferably one per quarter) - these could be monthly missions. Conduct related outreach to drive veteran attendance.
- Visit each of the chapters in your state at least twice per year.
- Support special events in your state as needed by the organization.
- Properly manage and utilize state and chapter budgets to drive veteran and member engagement.
- Actively recruit exceptional volunteer Eagle Leaders for your state both at the chapter and state level. Lead, coach, mentor, train, and provide exceptional gratitude for them. Develop a succession plan for your state.
- Support onboarding new veteran members from your state with an emphasis on contact within their first 30 days of joining Team RWB.

### Qualifications:

- Passion for service to the country and the veteran population.
- Commitment to accomplishing the Team RWB mission and living the Eagle Ethos.
- Excellent organization and project management skills.
- Gritty, determined, and able to handle adversity in pursuit of large, long-term goals
- A bias for action, even when faced with minimal guidance or context.
- Experience with Salesforce and Asana is a strong plus.
- Current Team RWB Member/Eagle Leader status preferred..
- Excellent written and verbal communication skills.
- Willingness to travel and work evenings and weekends as needed.
- Bachelor's degree (minimum requirement).
- Veteran status is preferred.

This is a telework position, but you must reside in **Washington State**. This is a 15-hour per week, temporary, part-time position with a pay range of \$25 - \$29.00/hour. Employment agreement will run through the end of 2024, with potential for renewal based on Team RWB needs, assessment of position effectiveness, operating budget, and other factors.

Compensation is competitive among nonprofits and commensurate with skills/experience. For additional information about Team RWB, please visit [www.teamrwb.org](http://www.teamrwb.org)

To apply for this position, please submit your application [here](#).