

JOB ANNOUNCEMENT

Volunteer & Community Partnership (VCP) Coordinator (\$22)

Working to make a difference since 1972, **La Casa de Don Pedro** has been building healthier communities, empowering tomorrow's citizens, educating vulnerable children, and ensuring families receive the support they need, no matter what they face.

DESCRIPTION:

Are you interested in a **full-time, hourly** position with a generous benefits package? If so, look no further!

We're currently searching for someone who **is enthusiastic, and energetic about working with people**, is passionate about serving the Newark community, and is able to work at our **23 Broadway/282 First Ave** location.

Apply now so you can become part of our ever growing organization.

KEY DUTIES:

- Identifies the strengths, challenges and service gaps in the community in collaboration with community partners and parent leaders.
- Plans and coordinates strategies to involve parents, educators, retired professionals, and community leaders as volunteers and advisory board members at La Casa's Family Success Center.
- Reviews and implements new methods for attracting, training and retaining volunteers and advisory board members.
- Incorporates and implements the Principles of Family Support and the Protective Factors into all aspects of their work.
- Plans, promotes, implements, supervises, coordinates, monitors and evaluates partnerships between La Casa's Family Success Center and various community entities, including but not limited to individual citizens, block associations, neighborhood groups, institutional organizations such as houses of worship, schools, and commercial establishments.
- Able to drive agency vehicle to community events.

La Casa de Don Pedro is an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, gender identity, sexual orientation, pregnancy, status as a parent, national origin, age, disability (physical or mental), family medical history or genetic information, political affiliation, military service, non-merit based factors, or any other characteristic protected by law.

To learn more about our organization, please visit our website: www.lacasanwk.org

HOW TO APPLY:

Email your cover letter and resume to

yfhsrecruiting@lacasanwk.org

Only candidates being considered for an interview will be contacted

QUALIFICATIONS:

Must be fully COVID-19 vaccinated by first day of work

Bachelor's in Social Services with minimum two yrs of community organizing and parent/consumer engagement experience or Associates degree with at least three yrs of experience

Bilingual in English and Spanish

NJ Valid driver's license required

SCHEDULE:

Monday – Friday
9:00am – 5:00pm or
10:00am – 6:00pm

Schedule may vary accordingly to meet program needs