



POSITION POSTING:
Southern Arizona Program Coordinator

GENERAL DESCRIPTION:

The Program Coordinator will operate as part of the Arizona Coalition for Military Families (ACMF) team, with a focus on building community capacity in support of service members, veterans and their families in Southern Arizona.

PROJECT OBJECTIVES:

- Build the capacity of individuals and organizations in Southern Arizona to respond to service members, veterans and family members in need, with a focus of no wrong door and no wrong person.
- Increase cross-sector collaboration between the military, government and community in the Southern Arizona region.
- Focus on key issue areas and sectors such as employment, higher education, behavioral health, the faith-based community, legal, first responders, etc.
- Promote best practices and the sustainability of effective efforts to serve the military and veteran community.
- Connect the local and regional efforts of this initiative with Arizona's nationally-recognized statewide model for capacity-building in support of the military and veteran population.

This position is based in Tucson with regular business hours and some flexibility required for occasional events in the evening and on weekends. Periodic in-state travel will be required. This position is grant funded.

QUALIFICATIONS:

- Attention to detail and organizational skills to track tasks, timelines and contacts.
- Strong written, verbal and presentation communication skills.
- The ability to professionally engage, interact with and support military, government and community partners in capacity-building efforts.
- Moderate to high comfort level with technology (Office, web-based programs, social media, etc).
- Ability to effectively represent the public and private project partners and the Arizona Coalition for Military Families.
- Minimum of Bachelor's degree or equivalent combination of experience and education.

KNOWLEDGE, SKILLS & ABILITIES

- Experience with community capacity building, outreach, program implementation and facilitating partnership and collaboration.
- Familiarity with the Tucson and Southern Arizona community, including key stakeholder organizations and existing initiatives.
- Knowledge of military/veteran life and culture is preferred, either through current or prior service, military family members or experience in working with the military and veteran population.
- Familiarity with military components and veteran, government and community partner organizations involved in serving the military and veteran population.
- Experience with delivering training and presentations to groups of varying size in different settings.
- A work style that includes an orientation toward collaboration and teamwork.

STRUCTURE

- There is potential flexibility in how this position is structured (as an employee with benefits or as a contractor/consultant) depending on the candidate's qualifications and preferences.

To apply, please email a letter of interest and resume to info@arizonacoalition.org by Friday, October 9, 2015.

To learn more about the Arizona Coalition for Military Families, visit www.ArizonaCoalition.org.

www.ArizonaCoalition.org | info@arizonacoalition.org

The Arizona Coalition for Military Families is a public/private partnership focused on building Arizona's statewide capacity to care for and support all service members, veterans, their families and communities through cross-sector collaboration between the military, government and community. The fiscal sponsor for ACMF is Empowerment Systems, Inc., an Arizona nonprofit and 501(c)(3) tax exempt organization.