



Mentoring Brother 2 Brother

To inspire and empower at-risk African American male youth from single female headed households

COMMUNICATIONS VOLUNTEER

POSITION SUMMARY:

The ideal candidate will be passionate about making a positive impact in the lives of at risk African American male youth and possess strong skills in communications and content creation. We are seeking a dedicated and creative individual to join Mentoring Brother 2 Brother, a 501(c)(3) non-profit, as a Communications Volunteer.

The Communications Volunteer plays a vital role in supporting our growth and engagement strategies. The Communications Volunteer will assist with website content, newsletter production, social media content and collect stories from team members to raise awareness, inspire, educate and prompt action to best serve at risk African American male youth. Time commitment: 5 hours per month.

RESPONSIBILITIES:

- Coordinate and execute communication strategies to promote our mission and programs
- Contribute to the writing, editing and production of digital newsletters, media releases, fact sheets, presentations, annual reports and other communications
- Manage and update the organization's website and coordinate with the Social Media Volunteer on social media communications
- Assist Social Media Volunteer in developing and implementing digital marketing campaigns to increase brand awareness and engagement
- Support fundraising efforts by creating content for donor communications and grants
- Collaborate with team members to ensure consistent messaging
- Develop communications toolkits to be used by Board Members, Parents and Mentors
- Attend meetings with the President and other team members as needed

QUALIFICATIONS:

- Website, social media and digital marketing experience
- Excellent written and oral communication skills
- Strong design skills and familiarity with design software (i.e. Constant Contact or Canva)
- Eagerness to learn and adapt to new technologies, tools, and processes
- Flexible working hours
- Creative vision to dream up campaigns and ideas to positively impact at risk African American male youth
- Boldness for building relationships and a passion to serve the community

Iron sharpens iron; so a man sharpens the countenance of his friend – Proverbs 27:17