



JOB DESCRIPTION

Community Engagement Manager

About The Ladies of Hope Ministries

[The Ladies of Hope Ministries \(The LOHM\)](#) is an organization whose mission is to help disenfranchised and marginalized women and girls transition back into society through resources and access to high-quality education, entrepreneurship, spiritual empowerment, advocacy, employment, and housing. The way we fulfill our mission is through our many different expansive programs.

Position Overview

Community Outreach Manager will drive The LOHM's outreach strategy using local and global contacts to enhance programming. This primarily involves developing and implementing tactics to strengthen The LOHM's community presence and shape a "voice" that will make a difference. The successful candidate will be a skilled community strategist, able to employ unique community outreach techniques and have a passion for driving creativity and enthusiasm in others.

Primary Duties and Responsibilities

Strategy

- Design and efficiently implement innovative growth strategies which create awareness of program activities with media outlets, key stakeholders and potential clients.
- Lead and execute outreach campaigns for program launching and building new strategic partnerships & collaborations which adhere to applicable campaign guidelines.
- Coordinate communication in all of The LOHMs communication platforms
- Develop and maintain budgets for community projects/outreach and allocate resources amongst programs, respectively.
- Lead and shape the volunteer experience within The LOHM
- Execute other duties/responsibilities as directed.

Qualifications

The LOHM seeks the ideal candidate with the following qualities and skills:

- 3+ experience working in a community outreach and/or public service/Nonprofit
- Proven ability to develop community outreach strategies and communicate recommendations. Experience developing or working on volunteer programs
- Experience working with justice involved populations a plus.
- Strong written and verbal communication, administrative, and organizational skills.
- Independently sustain a realistic balance among multiple priorities and projects from conception to completion.
- Proficient in Microsoft suite (Microsoft Outlook, Word, PowerPoint) and Adobe Acrobat.
- Knowledge of web-based meeting platforms (Zoom, GoToWebinar) and CRM database.



How to Apply

Submit a detailed cover letter describing your interest and qualifications, resume, and a writing sample to hr@thelohm.org. Please add **Community Outreach Manager** in the subject line.

No phone, email, or fax inquiries on submissions. Qualified applicants will be contacted for an interview.

The Ladies of Hope Ministries is an Equal Opportunity / Affirmative Action Employer. All qualified applicants will be considered for employment without unlawful discrimination based on race, color, creed, religion, national origin, citizenship, age, sex, disability, sexual orientation, gender identity, gender expression, military status, marital status, familial status, caregiver status, predisposing genetic characteristics, veteran or active military service member status, pregnancy, arrest or conviction record, unemployment status or any other characteristic protected by applicable law.

The Ladies of Hope Ministries values diverse experiences. People with prior criminal legal system or immigration detention history are encouraged to apply. We depend on a diverse staff to carry out our mission.