



# BOARD OF DIRECTORS

## DIRECTOR OF COMMUNITY OUTREACH

Updated: February 10, 2013

### SUMMARY

This position establishes community partnerships to achieve and exceed chorus and audience ethnic diversity and age distribution goals for Voices of Omaha. It is understood that the parameters of this position may change based upon new opportunities or changing circumstances.

### DUTIES AND RESPONSIBILITIES

#### STRENGTHEN EXISTING COMMUNITY RELATIONSHIPS

- New Era Baptist State Convention of Nebraska
- Pioneer Publishing
- Arts for All
- Outlook Nebraska

#### ESTABLISH NEW RELATIONSHIPS

- Sergio Robles, Radio Lobo, 97.7 FM – Connosieur Media, LLC
- Jose Ramon, La Nueva, 1020 AM – NRG Media Group
- Obdulio Felix, Radio Luz, 1420 AM – Salem Communications
- Other organizations
- Attends Greater Omaha Chamber of Commerce events
- Contribute to quarterly newsletters for eblast to the membership and donors
- Acts as spokesperson for Voices of Omaha when appropriate

### MINIMUM REQUIREMENTS

- Proficient in Microsoft Word, Excel, and PowerPoint (or Prezi)
- Computer with internet access
- Strategic thinker
- Excellent interpersonal communication skills
- Excellent copy writing skills