

St. Anthony Foundation, Group Volunteer Coordinator

Use your volunteer coordination skills to further the work of a well-known and respected non-profit organization serving the poor and homeless in San Francisco. St. Anthony Foundation is searching for a motivated, creative and energetic Group Volunteer Coordinator committed to social justice to join the Justice Education, Volunteer and Advocacy Program team.

Each year over 500 groups from a variety of organizations such as schools, corporations, religious institutions, etc. participate in the Group Volunteer Program. In this position you will work with this wide variety of organizations helping people make meaningful connections to the homeless and low income folks we serve. You will partner with St. Anthony programs to expand group volunteer opportunities within the organization and will partner with the development and communications departments to further develop volunteer relationships.

Your duties will include recruiting volunteer groups from new constituencies such as corporations. You will be responsible for maintaining the schedule of all volunteer groups and working with St. Anthony's departments to coordinate current and new group service projects. All members of the JEVA team contribute to the Justice Education Program which works to educate the community about the structural causes and solutions to poverty. JEVA staff host Justice Education groups by teaching workshops, leading volunteer activities and facilitating reflection discussions.

Join St. Anthony's, and put your volunteer coordination skills to good use within a community that is deeply motivated by the ideals of justice for the poor and human dignity for all people.

Additional Qualifications:

Two years experience working as a volunteer coordinator and experience with issues of social justice/community, service/community organizing/community education. Excellent public speaking skills, including teaching, presenting and facilitation. Strong interpersonal skills including ability to work with a wide variety of populations, to cultivate relationships, to foster collaborations and to resolve conflicts. Commitment to St. Anthony Foundation's Statement of Values.

Competitive salary DOE plus EXCELLENT BENEFITS, including 3 weeks of paid vacation, health, dental, life, and long-term disability insurance, and a generous retirement plan.

St. Anthony Foundation is an Equal Opportunity Employer, M/F/D/V.

How to Apply:

For a complete description, visit: www.stanthonysf.org/about/about-jobs.html

Please email a cover letter and resume to: devjobs@stanthonysf.org

Date: November 25, 2009