



## **LGBTQ+ VETERANS & ALLIES COMMUNITY LEADER**

### **MISSION:**

Combined Arms is uniting the community to accelerate the impact of veterans.

### **POSITION RESPONSIBILITIES**

#### **Leadership:**

- o Serves as a Combined Arms Ambassador at events and in the community
- o Liaises with Combined Arms leadership and staff for the LGBTQ+ community
- o Collaborates with other veteran service organizations and LGBTQ community groups on events.
- o Identifies and recruits additional leaders for group

#### **Events:**

- o Hosts/Co-hosts events that meet the mission of being fun, positive, and inclusive

#### **Administrative:**

- o Connects veterans & military families to resources within the Combined Arms network via "Check-In"
- o Coordinates with Events Manager and Marketing Manager for event planning, marketing and social media requirements, logistics, and any other event needs
- o Reports the status of your community group, including barriers, successes, and best practices to Events Manager
- o Attends scheduled meetings with Events Manager and other Combined Arms staff, as required
- o Manages group Facebook page, including membership and relevant postings
- o Track and enter monthly volunteer hours in technology platform
- o Manages sign in at all events for accountability
- o Ensures accountability of all issued equipment/materials
- o Observes and complies with all organization and event policies

**PAY RANGE:** N/A (Volunteer position)

Combined Arms is an equal opportunity employer and makes employment decisions on the basis of merit. We want to have the best available person in every job. CAX policy prohibits unlawful discrimination based on race, color, creed, gender, religion, marital status, registered domestic

partner status, age, national origin or ancestry, physical or mental disability, medical condition including genetic characteristics, sexual orientation, or any other consideration made unlawful by federal, state, or local laws. It also prohibits unlawful discrimination based on the perception that anyone has any of those characteristics, or is associated with a person who has or is perceived as having any of those characteristics. All such discrimination is unlawful and will not be tolerated.