

TRUAA Outreach Coordinator

The Outreach Coordinator works closely with other Board members in determining appropriate Outreach activities within TRUAA's mission. Education and advocacy work is closely connected with publicizing TRUAA's presence in the community; in this capacity, Outreach Coordinator contacts the media and acts as a spokesperson for TRUAA.

The Outreach Coordinator is responsible for all social media postings (Facebook, Tik Tok, and Instagram), including, but not limited to, posting an available dog/cat twice a day, outlining upcoming events on social media, promoting community events, the preparation/distribution of any and all urgent pleas, communicating with community through social media messaging. They are also responsible for scheduling, recruiting volunteers, and staffing TRUAA's participation in community events and presentations at adoption shows, schools, and other venues.

This position requires excellent research and communication skills, attention to detail, creativity, and the drive to follow through on initiatives.