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**Job Title:** Chapter Competency Coordinator, Education Department (part-time, unpaid)

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**About Us:** The University Blood Initiative (UBI) is a new but highly accomplished registered non-profit which optimizes grassroots level action to combat local blood shortages. Our vision is to revolutionize the blood world and our mission is to establish a fiercely collaborative network of strong, local, and independent blood centers at the cutting edge of society, systems, science, and social and public policy with the shared purpose of achieving a sustainable blood supply for the good of all. To date, we are partnered with 20+ independent blood centers across 15 states. Through our nationwide chapter system, we are building an organized network of dedicated young leaders ready to act against COVID-19 and the blood crisis.

**Position Summary:** The University Blood Initiative (UBI) is seeking a passionate and educated individual to join us as the Chapter Competency Coordinator for the Education and Advocacy Department. Through this role, you will help design and implement a curriculum that will develop our chapter members' soft professional skills, build their hard skills, and train them on their position responsibilities. Through implementing this, you will work closely with our Director of Education, Curriculum Planner, and Chapter Liaisons, as well as network with subject matter experts who can share their experience with chapters.

**Benefits:**

- Join on the ground floor of an already fast-growing start-up and help build out an educational department for an organization rapidly gaining national reach and planning to expand internationally
- Immersive community culture which values connection, innovation, integrity, and purpose
- Opportunity for professional growth and internal upward mobility as you engage with Chapter members and understand the driving mission behind our department projects
- Opportunity for internal mobility within National UBI structure as you accrue experience and professional development within National structure
- Work remotely

**In this role you will:**

- Collaborate with Curriculum Developer to create a year-long curriculum for chapters focusing on:
  - Developing soft skills, such as communication, teamwork, and problem-solving
  - Building hard skills necessary to make chapters function, such as donor engagement and planning/running blood drives
- Facilitate bimonthly workshops with chapter members wherein you, or a guest speaker, will present the curriculum
- Network with, and arrange for, field experts to teach chapters the topics in your curriculum
- Conduct outreach to chapter members to encourage chapter engagement with created content
- Create feedback surveys to assess chapter engagement and response to workshops
- Work with Chapter Liaisons to gauge chapter engagement and response to workshops from Education Chairs
- Support Curriculum Planner in carrying out training campaigns for chapter positions, mainly focusing on ensuring chapter compliance and gauging chapter feedback on training material

**Requirements:**

- Organized and accountable individual with excellent interpersonal communication and public speaking skills
- Have experience creating, implementing, and teaching a curriculum
- Have experience and proficiency in networking and creating partnerships
- Ability to commit at least 5hrs a week without compensation until the UBI is sufficiently funded to be able to provide compensation

**You'll fit in if you are:**

- Committed to excellence, are passionate and empathetic, pay precise attention to detail, and believe in our fight for equity
- Believe in civility in the workplace, have a strong sense of purpose, and are willing to make a difference in your community

**Interested or have questions?**

Email [pgiraldo@universitybloodinitiative.org](mailto:pgiraldo@universitybloodinitiative.org) with your resume and a brief statement of interest.