



## **Growth International Volunteer Excursions**

Global Engagement Team Representative

### **About GIVE:**

Mission Statement: To inspire growth, empower global citizens, and ignite sustainable change worldwide

GIVE is a Seattle-based travel organization that unites international service, adventure travel, and academics to create a meaningful volunteer experience abroad. We facilitate programs in Tanzania, Thailand, Laos, and the United States (Hawai'i and Washington).

Employment with GIVE will offer you the opportunity to join a team of young, entrepreneurial, professional, creative, well-traveled, and socially conscious global citizens. We are a community that looks after each other, our volunteers, and our partners all over the world.

### **Job Description:**

The position requires between 6-9 weeks of work, traveling to universities throughout the United States. Representatives drive awareness of GIVE's programs and deliver presentations with the goal of generating applicants that lead to trip signups. This position requires you to be self-motivated, flexible, show initiative, possess problem solving skills, organizational skills, adapt to different work environments, and adhere to GIVE's policies, procedures, and principles. Leadership skills and maturity are essential, along with the ability to implement direction from the Global Engagement Coordinator and GIVE Headquarters.

This is an incredible personal and professional opportunity, which comes with a high level of responsibility. Enjoy this adventurous working environment and lifestyle and believe in the fundamental concept of promoting positive change in our world.

### **Key Responsibilities & Expectations:**

- Maintain an extremely high-level of on-foot, in-person engagement and a sense of urgency to generate and convert new volunteers
- Cultivate and nurture relationships with past volunteers, potential volunteers, and GIVE Student Groups on your assigned campuses
- Maintain in-depth knowledge and understanding of GIVE's programs
- Strategize and implement creative new ways to raise awareness of GIVE on campus
- Prioritize and schedule daily tasks to increase efficiency

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- Ensure you have all university specific materials on time
- Master the GIVE presentation preseason and deliver on meeting days
- Collect, process, and maintain applicant information
- Work within expense guidelines, keep track of receipts, and submit weekly expense summaries
- Maintain open communication with Global Engagement Coordinator and your partner
- Conduct yourself in a professional manner throughout the duration of the season as you are a representative of GIVE
- Be present and productive for all schools on your assigned route
- Adhere to the guidelines and policies as defined in the Global Engagement Manual

### **Skills/Qualifications:**

- Self-motivated, assertive, resilient, and results-driven
- Ability to work in a fast-paced and team-oriented environment. Must exhibit a sense of urgency, commitment to quality and timely completion of duties.
- Strong public speaking abilities in large groups
- Ability to think creatively using innovative approaches to attract top candidates
- Self-directed with the ability to achieve results in a team environment
- Outgoing and comfortable approaching potential leads
- Interpersonal communication skills with the ability to adapt communication style to targeted group
- Excellent analytical, problem-solving, troubleshooting, and critical-thinking abilities
- Multitasking under pressure in a goal-oriented environment
- Possess attention to detail
- Must participate in GIVE trip (prior to application or commitment to future trip before season begins)

### **Details:**

- Seasonal (Timeframe: 6-9 weeks)
- Work Hours: Monday – Friday, traveling on weekends
- Travel within United States: Required
- Compensation: Moderate weekly stipend plus commission
  - Travel expenses covered

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