JOB POSTING

<table>
<thead>
<tr>
<th>JOB TITLE:</th>
<th>Community Relations &amp; Outreach Specialist</th>
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<tbody>
<tr>
<td>PROJECT:</td>
<td>Idaho Voices for Children</td>
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<tr>
<td>LOCATION:</td>
<td>1607 W Jefferson, Boise, ID</td>
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<tr>
<td>STATUS/HOURS:</td>
<td><em>X</em> Full Time _ _Part Time <em>40</em> Hours per week _100% FTE</td>
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<tr>
<td>FLSA STATUS:</td>
<td>_ _Exempt <em>X</em> Non-Exempt</td>
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<tr>
<td>PAY:</td>
<td>$18.00 to $24.00 per hour, DOE</td>
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<tr>
<td>REPORTS TO:</td>
<td>Christine Tiddens, Program Director</td>
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SUMMARY:

Idaho Voices for Children advocates for public policies that ensure opportunity for every child. It is a program of Jannus, Inc., a forty-six-year-old nonprofit organization that operates a broad social-impact portfolio across Idaho. We offer a competitive benefit package including medical, dental, vision, life insurance, vacation, sick leave and a generous retirement plan.

Idaho Voices for Children seeks a dynamic, personable self-starter who can proactively develop new and diverse relationships to advance policy change. The successful candidate will engage stakeholders and community partners to advance a range of policy issues affecting Idaho families with low and moderate incomes including, but not limited to, programs advancing family financial stability, early childhood education, and child welfare. The Community Relations & Outreach Specialist will be responsible for clearly communicating our work with diverse audiences through presentations, meeting facilitation, and one-on-one conversations. The position will coordinate coalitions and networks of individuals and organizations that support our policy work, including a new youth advisory council. The Community Relations & Outreach Specialist will develop methods to collect input from Idaho communities impacted by public policies. The position includes light administrative duties and will assist with fund development tasks, such as new donor development and donor database documentation.

The Community Relations & Outreach Specialist will be a member of a dynamic and fast paced mission driven team committed to making a difference in Idaho. Join us!

QUALIFICATION REQUIREMENTS:

The ideal candidate for the Outreach Specialist position possesses:

- A strong commitment to the mission of Idaho Voices for Children, including systems change, race equity, and broadly shared prosperity;
- Excellent communication skills, including the ability to convey information clearly to a range of audiences (especially in meetings and conversations), the ability to listen to diverse stakeholders and bring what is learned back to the team, and the ability to have effective conversations about sensitive topics;
- Excellent organizational skills, especially the ability to follow through on commitments to external stakeholders;
- Excellent interpersonal skills, including the capacity to develop and maintain collaborative relationships with people and organizations interested in sound policies that remove barriers for children and families, including impacted communities, grassroots organizations, organizations led by people of color, other policy organizations and partners, policy makers, and our supporters;
- Familiarity with advocacy and the legislative process is a plus;
- Fluency in Spanish is a plus;
- Must have reliable transportation for travel to meetings within the Treasure Valley, a valid driver’s license, and able to provide proof of state mandated liability insurance;
- Completion of criminal history background check, post offer of employment. We welcome applications from all candidates.

EDUCATION:
Experience in community relations and outreach required. A Bachelor’s degree in an applicable field is a plus.

CERTIFICATES, LICENSES, REGISTRATIONS:
None

WORKING CONDITIONS:
Works in general office environment and travels to venues or other outside facilities where meetings are held. In-state and out-of-state travel may be required to attend conferences and meetings two to three times per year. Some evening or weekend hours may be required to attend or run meetings.

PHYSICAL REQUIREMENTS:
Must be able to tolerate heat and cold, and to drive to venues in varied weather conditions. Sitting, standing, walking, driving, repeated hand and wrist motions (for computer use) are required. May be required to lift up to 25 pounds.

TO APPLY:
Go to the Jannus Employment page at www.jannus.org/employment and click on the job posting link to be directed to a secure application portal. As an alternative, you may complete the Jannus Employment application (available as a Word document on the Employment page) and send with your cover letter and resume to info@jannus.org. Or fax to 208.336.0880 or mail or deliver to 1607 W Jefferson St., Boise, ID 83702.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential duties of this job.

Jannus, Inc. is an Affirmative Action / Equal Employment Opportunity Employer
Jannus, Inc. shall abide by the requirements of 41 CFR sections 60-1.4(a)(7), 60-300.5(a) and (d), 60-741.5(a) and (d), and 29C.F.R. Part 471, Appendix A to Subpart A, if applicable. These regulations prohibit discrimination against qualified individuals including on the basis of race, color, religion, age, gender, pregnancy, national origin, mental or physical disability, genetic information, sexual orientation or gender identity, veteran status or disability, military status, or any status protected by federal, state or local law and require affirmative action by covered prime contractors and subcontractors to employ and advance in employment women, minorities, qualified protected veterans, and individuals with disabilities.

Rev 8/9/2017