

San Antonio African American Community Archive and Museum (SAAACAM)

Volunteer Roles and Capacities

2019-2020

Position: Education Committee Vice Chair

Reports To: Education Committee Chair	Committee Assignment: Education Committee	Type of Interaction: In-Person
---	---	--

Est Time Commitment: 8 hours/week	Term Limit: 1 year, renewable	Number of Openings: 1
---	---	---------------------------------

Position Description

An essential part of SAAACAM's Education Committee team, the Vice Chair is responsible for co-developing plans for SAAACAM History Harvests, academic outreach to K-12 school districts and institutions of higher education as well as edtech and other strategic nonprofit alliances throughout the city of San Antonio, county of Bexar and surrounding areas. The Vice Chair will serve in the capacity of Chair in the absence of the Chair and will serve to ensure the integrity and success of the scope of the Education Committee.

Deliverables

- Co-develop plans for History Harvests, academic outreach and strategic nonprofit alliances, to include feasible Public-Private-Partnerships, within the first month in office,
- Co-create and direct project documentation, to include timelines, volunteer capacity and outreach plans co-developed within the first month in office,
- Ongoing evaluation of plans and programs to ensure circumspect accountability and success.

Prerequisites

Education and Training: NA	Credential(s): NA	Key Competencies: Community leader, previous or current educator management experience.
--------------------------------------	-----------------------------	---

To Apply

- Email a one-page cover letter on personal letterhead to admin@saaacam.org.

The cover letter should contain the following: (1) introduction of yourself, (2) mention the position that you are interested in serving in, (3) explanation of your experience, suitable skill set(s) and/or educational and professional background that match the position's description, (4) your contact information for follow-up/next steps.

Suspense

All applications are due Thursday, 28 February, 2019 by 5PM.

Point of Contact

Ms. Sallie Frederick, Education Committee Chair at admin@saaacam.org.