



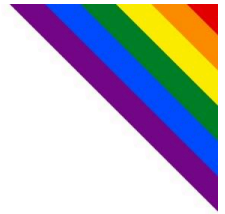
Project Q&A

P.O. Box 54

Independence, KS 67301

www.projectqna.org

Education, Empowerment, Visibility



Project Communities Coordinator

Project Q&A seeks an individual passionate about creating safe places in educational settings. Project Q&A is the leading nonprofit organization working to educate, empower, and raise visibility for the over 2.9 million LGBTQ individuals who call rural America home. Thanks to grant funding from the Independence Area Community Chest, Project Q&A is creating a playbook and kit for rural schools and public libraries to raise visibility and develop safe and inclusive spaces for queer youth. The coordinator, the executive director, and the board of directors will solicit applications from educators and librarians to identify four educators and four librarians to create the playbook. The Coordinator will help edit the playbook and organize virtual training events to teach and promote the playbook. To coincide with the playbook launch, the Coordinator will construct kits that include Project Q&A promotional items to raise visibility in the classroom and public library. Following the launch of the playbook and kit, the coordinator will work to continue promoting the kits and ensure they stay up to date. Each year, the Coordinator will also host a virtual conference on similar topics for educators and librarians. This position is perfect for a volunteer passionate about educating rural communities on queer issues, empowering individuals to create change, and raising LGBTQ visibility.

Requirements:

- Education or Library Background
- Management Skills
- Ability to lead others
- Detailed Oriented
- Exemplary Grammar Skills
- Creative
- Promotional Skills
- Not required, but appreciated Graphic Design skills
- Technical AV knowledge (Zoom, etc.)
- And other duties as assigned.
- Preferably located in the Kansas region, but not limited to this area.

Monthly Time Commitment:

10+ Hours

The time commitment for this position fluctuates with the school year calendar; some months will be busier than others. Additionally, more volunteers in each event will require less time for the Coordinator.

How to Apply:

Please send a resume and brief statement (500 or less) of why you want to serve in this role. In addition, please include any unique skills or talents you will bring to Project Q&A. Send your resume and statement to Brandon West, Executive Director, brandon@projectqna.org, with the position as the subject line. Applications are also available at projectqna.org/take-action.

Project Q&A Inc. celebrates diversity and is committed to creating an inclusive environment for all individuals to thrive in their roles to serve the LGBTQIA+ community.