



WRPA Newsletter Chair Position

Job Title

WRPA Communications Committee Newsletter Chair (2-year minimum commitment)

Description

This position focuses on partnering with the Communications Committee to gather and edit content for the bi-monthly newsletter and all WRPA communications. The goal of all WRPA communication is to inform, educate, and connect members and supporters of WRPA to further the Association's mission: promoting excellence in current and future parks and recreation professionals through advocacy, networking, education, and training.

Location – Remote

Responsibilities & Duties

- Collect, edit, and deliver content for the bi-monthly newsletter. Content to include but not limited to images, professional spotlight interviews, relevant NRPA highlights.
- This person works closely with the WRPA staff to assess current trends and topics that are relevant to WRPA members and supports.
- Assist WRPA staff in creating and reviewing marketing, branding and communication content (generally 2-3 eblasts per month, and other content as needed).
- Support Committee Chair, Social Media Chair, Website Chair, event liaisons, and WRPA staff on all communication and marketing strategies.
- Maintain open communication with all team members on the Committee
- Identify areas that need improvement and work closely with Communication Committee to develop sustainable solutions.

Qualifications

- Candidates must be a current WRPA member.

Direct Report

- The Communications Committee Chair

Time Commitment

- 1-3 hours per month (varies)

What will the first day look like?

- Have a call with WRPA staff and the board liaison to talk about the position and expectations, as well as reviewing the current communications calendar.
- Get familiar with the current Communications Committee members during an online GoToMeeting.

Who will train you?

The Out-Going Chair & WRPA Staff

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Volunteer Benefits

- **Become an Asset to WRPA:** Communication is a driving forces for connecting and sustaining WRPA. We keep members and supporters informed about membership benefits, upcoming training and networking events, as well as advocacy efforts.
- **Building Your Network & Be a Part of a Community:** Connect with and learn from leaders in the Association and build new relationships with industry peers.
- **Build Your Resume & Take on New Challenges:** Through volunteering you can challenge yourself to try something different, achieve personal goals, practice using your skills, and discover hidden talents.
- **Have Fun:** Most volunteers have a great time, regardless of why they do it.
- **Potential to Earn CEU (Continuing Education Units):** The Certified Park and Recreation Professional (CPRP) The Certified Park and Recreation Executive (CPRE)

If you are interested in volunteering for this position please email the WRPA office at volunteer@wrpatoday.org or call us at 1-888-459-0009 to further connect.

WRPA Needs Your Talent and Energy; Volunteer with Us Today!



WRPA promotes excellence of current and future parks and recreation professionals through advocacy, education, networking, and training. Our association could not thrive and provide great training's each year without our volunteers. We have a great need to help build up some of our committees. Consider joining one of our great committees and help us serve our profession.