

## **Centennial Coordinator**

### **Women's International League for Peace and Freedom (WILPF), U.S. Section**

This is a contract position beginning immediately and ending on May 31, 2015. We are interested in qualified candidates able to make a commitment to completing the contract term.

The Centennial Coordinator will serve as the focal point in building U.S. support for and interest in the "Women's Power to End War" campaign. The campaign involves social movement building, planning for a WILPF international congress and centennial celebrations around the world, culminating in an international conference of major proportions where women will create a new agenda for world peace. As U.S. focal point, the Coordinator will be responsible for:

- Initiating and maintaining partnerships with organizations and networks interested in supporting WILPF's work;
- Organizing events, both large and small, in diverse areas of the United States (i.e., Chicago, Boston, Idaho, Colorado, etc.);
- Raising funds both to support this campaign and WILPF's mission-driven work post-2015;
- Engaging celebrity spokespeople and local leaders in the campaign, as organizational sponsors, speakers, and attendees;
- Collaborating with WILPF staff and volunteers in the United States and around the world to ensure consistency of messaging and efforts;
- Developing a calendar of events in the U.S. and a communications plan to promote them;
- Documenting all aspects of campaign work.

The ideal candidate will demonstrate:

- a deep understanding of WILPF's history and traditions;
- enthusiasm for WILPF's current and ongoing work in the U.S. and internationally;
- a personal history of honoring and following through on long term commitments;
- significant experience in community engagement, public relations and social media;
- proven experience with fundraising, both online and through traditional channels
- strong informal negotiating skills resulting in positive outcomes satisfying to all parties;
- skills in writing and reading partnership agreements with an eye to understanding and weeding out ambiguities before problems arise;
- willing and able to collaborate via Skype, Dropbox and Google docs.
- willing and able to travel internationally

This is a work-from-home consultancy position requiring an estimated time commitment of 20-40 hours per month and paying a lump sum of \$1,000 per month.

Qualified candidates should send a letter of interest and resume to Ria Kulenovic at [rkulenovic@wilpf.org](mailto:rkulenovic@wilpf.org). We are seeking to fill this position immediately so applications will be considered on a rolling basis as they are received.

WILPF is an equal opportunity employer and will not discriminate against people on the basis of factors such as race, color, religion, sex (including pregnancy), national origin, age (40 or older), disability or genetic information.