



POSITION DESCRIPTION

- Title:** The IRMA Network Director
- Status:** Part-time, possibly increasing to full-time, depending on skill set.
- Salary Range:** Negotiable; to be determined, depending on hours & experience.
- Qualifications:** The candidate for this position must be post-abortive and have experienced sufficient healing in order to deal with this issue on a daily basis. Self-starter as well as team player with good interpersonal skills. Good public speaking and networking abilities. Outgoing personality. Good organizational skills. Good phone skills. Ability to handle multiple projects. Creative. Thorough. Detail oriented. Literacy in computer operations to perform standard tasks as well as update website. (Mac experience helpful.) Proficiency in chat room procedure and online outreaches such as Facebook & MySpace. Ability to oversee events in their planning from start to finish. Good listener, comfortable regularly dealing with difficult, real-life situations. Able and willing to offer compassion and understanding to those suffering the pain of abortion, to connect them with proper healing and, in some cases, training to help others. Grasp of pro-life concepts and current issues is crucial. Must be in agreement with the goals/objectives of TKRL.
- Purpose:** To support the overall objectives of Tulare-Kings Right to Life by increasing awareness about post-abortion issues. To extend healing opportunities to those wounded by their abortion choice. To develop a network of post-abortion healing resources. To help prevent future abortions by drawing attention to the negative physical, emotional and spiritual consequences of abortion. To represent the organization in the best possible light through personal contact, correspondence and telephone as The IRMA Network Director.
- Responsibilities:**
- Schedule, organize & promote Silent Voices Healing & Recovery Weekends.
 - Regularly speak at churches, womens' groups, organizations and events in order to increase awareness of post-abortion issues and expand the visibility & influence of The IRMA Network in Tulare & Kings counties.
 - Develop relationships with priests and pastors, becoming a resource to them.
 - Solicit and grant media interviews.
 - Maintain Facebook page and The IRMA Network website.
 - Develop/train volunteers and other IRMA's for future community outreach opportunities; keep them involved through email, Facebook & events.
 - Organize/coordinate the annual *AfterCHOICE* Symposium from start to finish.
 - Encourage the establishment of church or volunteer-run post-abortion support groups/Bible studies; provide training and ongoing partnership to their leaders.
 - Establish community relationships through participation in local events/assn's.
 - Increase awareness of IRMA/PAS through church bulletin/newsletter submissions.
 - Complete reports, process mailings, compose & print correspondence, do phone calling as needed for The IRMA Network projects/events.
 - Other tasks as directed or deemed necessary to increase post-abortion awareness.