



Job Postings Volunteer

Organizational Impact: Rise unlocks potential and opens doors to success for people with disabilities or other challenges through creative solutions and customized support. We envision a progressive, supportive, and collaborative environment that fosters meaningful growth and provides opportunities to live a life filled with purpose.

Position Impact: Ensure job openings are posted in a timely manner to help us generate quality applicants for our positions

Major responsibilities:

- Post job postings on various online job boards
- Update recruitment flyer with new openings
- Send job blast of openings to community partners

Desire Skills or Qualifications:

- Detail oriented and ability to work independently
- High computer literacy- ability to copy and paste information and navigate webpages
- Critical thinking skills to fill in job postings appropriately
- Pass a DHS background check and fingerprinting

Location and Time Commitment:

- Spring Lake Park location: 8406 Sunset Rd NE
- 3-6 hours per week

Benefits:

- Gain understanding of nonprofit recruitment methods
- Contribute to the increased efficiency of Rise by alleviating staff time to focus on critical organization functions

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