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Willie Mae Rock Camp for Girls, an award-winning music and mentoring organization serving girls across New York City, seeks a dynamic and energetic individual to serve as its seasonal **Volunteer Coordinator**. The person who assumes this position will provide integral support for the key operations of summer programming, and propel the organization for further growth.

Founded in 2004, Willie Mae Rock Camp for Girls is a non-profit music and mentoring program that serves girls, women and gender non-binary/gender non-conforming youth and adults in New York City each year through a variety of music and social justice programs. The mission is to empower girls and women through music education and activities that foster self-respect, leadership skills, creativity, critical thinking, and collaboration.

The organization brings together girls, women, and gender non-binary / gender non-conforming youth and adults from diverse communities and encourages them to explore self-expression through music, hone their critical thinking skills, build meaningful alliances, develop confidence in making healthy choices in their lives, and bring about positive change in their communities and in the world.

Serving more than 500 students, ages 5-18, the organization offers summer camps, after school programs, summer fellowships, community events, and ongoing mentoring support at locations throughout New York City, and at its Brooklyn headquarters, Willie Mae Music Lab. The programs include music instruction, workshops, the chance to write and perform original music, performances by visiting artists, and other activities, all provided in an environment that strives to be supportive and inclusive to all participants.

The organization's annual operating budget is under \$500,000. The staff consists of three full-time and four part-time staffers, seasonal staff, and an active volunteer base of more than 150 adults who provide instruction, lead workshops, and serve as mentors at the organization's summer programs.

Willie Mae Rock Camp for Girls has received the Union Square Arts Award for excellence in arts and social justice programming and the Susan B. Anthony Award from the New York City chapter of the National Organization of Women. Its work has been covered by The New York Times, O and Elle magazines, MTV, National Public Radio, and many other media outlets.

Willie Mae Rock Camp for Girls is a founding member of the Girls Rock Camp Alliance, an international coalition of girls rock camps.

Organization History

Willie Mae Rock Camp for Girls was founded in 2004 by a group of New York City women musicians as a grassroots effort. The inaugural camp session in 2005 was held at the New York Society for Ethical Culture in Manhattan, and 66 campers attended. Over the years, Willie Mae Rock Camp for Girls' program offerings have grown significantly; the summer program for ages 8 - 18, now known as Girls Rock! Camp, more than doubled in size in its second year, and now runs at full capacity. The organization has developed numerous additional programs, including Rock Camp Jumpstart for ages 5 - 7; Ladies Rock Camp; Bang a Drum! Raise Your Voice!, a protest music program held over MLK weekend; and most recently, Arts and Activism, an after school and paid summer fellowship program for teens that focuses on digital media and social justice.

Accomplishments

The organization's major accomplishments include the following:

Developing outstanding, unique programs. The organization has provided 12 program seasons of joyous, raucous, transformative summer experiences girls and gender non-conforming youth from 58 NYC zip codes.

Fostering youth leadership. Recent programs have greatly increased the participation of teens and young adults in program planning as well as mentor and leader roles. The organization also welcomes back a growing number every year of former campers who return as volunteer mentor camp counselors, instructors, and workshop leaders.

Nurturing bands led by girls and gender non-conforming youth. Bands formed at and/or mentored by Willie Mae Rock Camp for Girls have played shows at Lincoln Center Out of Doors, Madison Square Garden, SummerStage, Joe's Pub, the Restoration Rocks festival, and numerous other noted NYC cultural institutions and venues.

Demonstrating a commitment to organizational sustainability. The organization has participated in several internal and external capacity-building initiatives to strengthen the organization in the short- and long-term. In 2015, the organization celebrated its tenth anniversary with a year-long program of events, culminating in its most successful fundraising event to date, and attracted a record number of new donors. The organization is now conducting its first strategic plan.

To learn more about Willie Mae Rock Camp for Girls, please visit <http://williemaerockcamp.org/>

THE POSITION

We are looking for a dynamic individual to lead the volunteer coordination effort for our upcoming programs. This seasonal position will begin March 15th and continues throughout the summer, to end at the beginning of September.

The position requires experience with WMRC programs as a volunteer/camper/intern/etc - the more experience, the better! Additionally, this is a detail oriented, communication driven, integral part of our program team. The ideal candidate is someone who is an exceptional communicator who manages a myriad of work styles and personalities; works well under pressure and understands how to prioritize time; works very collaboratively in a small organization while being highly self-driven to take initiative on and organize multiple changing details. The Volunteer Coordinator will enjoy continuing the tradition at Willie Mae Rock Camp for Girls of activating and engaging a wonderful group of volunteers, so if you think that describes you, please see below for more details and apply today!

Volunteer Coordinator Responsibilities:

- Coordinate & oversee all aspects of the summer Volunteer Program
- Recruitment (point for information sessions)
- Application & vetting process
- Facilitating and organizing staff facilitation for trainings/orientations/symposium/workshop
- Creates daily camp schedule / assigns volunteers to roles
- On-the-ground management
- Appreciation events & evaluation

Supports Program Staff with the Following:

- Represent organization at meetings with current and prospective partner organizations
- Provide support for volunteer and camper outreach, volunteer info sessions, and volunteer training
- Provide communications support
- Recruit volunteer support for school-year (i.e. non-summer) programs and events
- Provide support for special events, fundraising events, and external events
- Provide support for office responsibilities, IT operations, and general support as needed

Hours and compensation:

There is a commensurate stipend available for this seasonal position, in addition to flexible and remote hours. Leading up to summer programs (late June), the program coordinator is expected to work approximately 15/week. During summer programs, all staff are expected to be fully committed and available for support and operations.

Applying:

If you would like to apply, please provide a resume and cover letter, stating why you believe you would rock at this position! We are accepting applications until Monday February 27th. **Please send materials to info@williemaerockcamp.org**

Willie Mae Rock Camp is strongly committed to diversity and provides equal employment opportunities to all employees and applicants. We do not discriminate on the basis of ethnicity, religion, gender identity or expression, sexual orientation, age, ability, marital status or national origin. We celebrate, and are inspired by, our differences and welcome all qualified candidates to apply.