



Leadership Geauga is excited to announce the creation of a new program, the Heritage Program, with generous support from the Cleveland Foundation. The Heritage Program will enrich and reconnect retired individuals who have a strong commitment to Geauga County but who have not been engaged in work to benefit our local community.

The Heritage Program Coordinator will:

- Lead a collaboration between board members, community leaders, and alumni to research and plan how to best deliver the Heritage Program
- Create strong relationships with peer organizations who are running similar programs to benchmark and share best practices
- Design the curriculum and experiences that will make up the Heritage program.
- Lead the marketing, recruitment, and selection of class members (first cohort to run in 2021)
- Facilitate the leadership experiences, coordinate speakers and other logistics for the Heritage Program class, in collaboration with the Heritage Program committee members and Leadership Geauga Board
- Assess the program and participant experience, continuously improve experience and impact
- Work with community organizations to identify needs and connect Heritage program participants to projects that strengthen our community
- Develop and execute alumni programs to keep Heritage Program participants engaged upon program completion
- Manage budget, program expenses and disburse funds necessary to run the Heritage Program
- Identify and solicit Heritage program sponsors for program sustainability
- Complete all reporting requirements for the Cleveland Foundation

Skills:

- Knowledge of Geauga County with the ability to successfully connect with retired and nonretired with business, government, social service, civic, and agricultural leaders.
- Facilitation skills with a background in group work, education, and/or team building
- Fundraising and sales experience
- Strategic thinking skills, with demonstrated success in developing and implementing short and long-term goals with measurable results.
- Leverage volunteers to deliver on the mission and the goals of the organization.
- Ability to work occasional irregular hours, including evenings and weekends as necessary
- Excellent working knowledge of Microsoft Office suite or equivalent.
- Exceptional written, oral communication and interpersonal skills.
- Ability to manage time and resources effectively, and work autonomously

This is a part-time, hourly position at up to 30 hours a week who reports to the Executive Director.

Interested candidates should email a resume and cover letter to careers@leadershipgeauga.org by June

About Leadership Geauga

Formed in 1995, Leadership Geauga is a community-based nonprofit organization working to develop and encourage current and future leaders from a cross section of Geauga County. The program exposes them to our community's realities, opportunities, and challenges so that they may positively contribute to Geauga's economic, social, and civic development. The organization is governed by a Board of Trustees which reflects the diversity of the county, and partners with a range of for-profit and nonprofit entities.

About The Cleveland Foundation

The Cleveland Foundation's mission is to enhance the lives of all residents of Greater Cleveland, now and for generations to come, by working together with our donors to build community endowment, address needs through grantmaking, and provide leadership on key community issues.

Heritage Program Proposed Outcomes:

1. Recruit 20 Geauga County residents of retirement age to participate in each of the pilot cohorts, engaging their wisdom, experience, connections, and resources to creatively and strategically address civic issues within Geauga County.
2. Use our existing network of business leaders and partner organizations to educate Geauga county residents that are at or nearing retirement about the rich history, opportunities, and challenges currently facing the community. The goal is to prepare Heritage Program participants to work on civic projects that will benefit the community.
3. Partner with the Geauga County Commissioners, County Planning Commission, Economic Development and local nonprofit organizations to identify specific topics that must be discussed and addressed. These topics could include: transportation, senior housing, collaboration across sectors and balancing industry growth with rural living. Working on projects to address real community issues will allow Heritage Program participants to engage in meaningful service that produces real results and action.
4. Keep Heritage program participants engaged in the community and foster continued community connections by offering workshops and networking events for participants once they complete the program. Our goal is to have 75% of class members participate in at least one alumni event the year after program completion. Participation in alumni programs will help decrease social isolation by providing retired individuals with meaningful community connections beyond what they may have created throughout their careers.