



## Volunteer Engagement Coordinator

**Job Title:** Volunteer Engagement Coordinator

**Classification:** Full Time 40/hours a week

**Location:** Hybrid- onsite and remote work, North Salt Lake City, Utah

**Reporting to:** Global Programs Director

### About Days for Girls International

Days for Girls International (DfG) is an award-winning non-profit that has reached more than 3.5 million women and girls in 145 countries on 6 continents with quality, sustainable menstrual care solutions, and health education. We increase access to menstrual care and education by developing global partnerships, cultivating social enterprises, mobilizing volunteers, and developing innovative solutions that shatter stigmas and limitations for women and girls around the globe. Our core values guide everything we do, including hiring decisions. They are:

- (1) Wisdom: honors those who we serve and with whom we serve
- (2) Gratitude: integrates into all areas of our operations
- (3) Collaboration: prioritizes responsiveness and flexibility
- (4) Seeks to learn: through an entrepreneurial spirit of innovation and creativity

DfG is an equal opportunity employer that values diversity, equity, and inclusion. We do not discriminate on the basis of race, ethnicity, religion, national origin, sexual orientation, gender identity, age, marital status, veteran status, or disability status. Women, BIPOC, and LGBTQIA2S+ people are strongly encouraged to apply.

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### Position Overview

Are you passionate about building community, inspiring change, and creating meaningful experiences for volunteers? This role offers the opportunity to lead a high-impact, mission-driven initiative supporting Days for Girls' global movement for menstrual equity.

The Volunteer Engagement Coordinator will play a central role in supporting and expanding our Volunteer network. This role is all about celebrating our volunteers, keeping



them informed, engaged, and appreciated, and providing them with tools to support menstrual health around the world.

From creating inspiring communications to designing impactful engagement campaigns, you'll be a key driver in helping our volunteers feel connected, empowered, motivated to take action, and proud to be part of the Days for Girls community. Our global network of volunteers increases our impact, and we are committed to honoring their energy, passion, and dedication every step of the way. This position is perfect for someone who thrives on collaboration, storytelling, organizing, and movement-building.

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## **Key Responsibilities**

### **Community Engagement & Volunteer Communication**

- Serve as the main point of contact for Chapters, Teams, and individual volunteers globally, offering guidance, encouragement, and practical support.
- Lead strategic communication across key channels, including, but not limited to, Chapter Chat (a DfG volunteer Facebook group), and social media.
- Keep volunteer-facing resources current, clear, and aligned with DfG's mission, culture, and community values.
- Facilitate conversations and resolutions around volunteer challenges in a respectful, solution-oriented way.
- Ensure volunteers feel seen, heard, and supported in every interaction.

### **Campaigns, Projects & Storytelling**

- Co-create national campaigns that invite volunteers to take collective action and celebrate their wins with storytelling and data that shows their impact.
- Collect and curate powerful stories, testimonials, and data from volunteer-led projects and initiatives.
- Develop engaging, visual content to energize volunteers and deepen their connection to the mission.

### **Volunteer Onboarding & Training**

- Lead the onboarding experience for new volunteer Teams, ensuring a smooth, inspiring entry into the DfG community.
- Support virtual training sessions, webinars, and resource development for ongoing volunteer learning and leadership.



- Help shape the future of our volunteer program by refining systems and tools that help volunteers succeed and grow.

### **Recognition & Relationship Building**

- Design and implement creative volunteer appreciation campaigns and recognition programs throughout the year.
- Build and nurture relationships with volunteers and regional leaders that foster loyalty and a strong sense of community.
- Support planning for in-person and virtual gatherings such as conferences, training events, and meetups.

### **Operations & Strategic Support**

- Collaborate on managing and communicating opportunities like Collection Points and Component Drop-Off locations.
- Track and report key engagement metrics to evaluate the success of volunteer strategies and inform continuous improvement.

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## **What We're Looking For**

### **Required Skills & Experience**

- Proven experience in volunteer coordination, community engagement, or nonprofit programming.
- Excellent interpersonal and communication skills (written and verbal).
- Highly organized, self-directed, and able to manage and complete multiple projects with creativity and joy.
- Comfortable with digital platforms, communications tools, and collaborative project management.
- Strong sense of inclusivity and a people-centered approach.

### **Preferred (but not required)**

- Experience as a DfG volunteer, Chapter or Team leader, or similar grassroots involvement.
- Background in nonprofit management, education, social work, or community organizing.
- Graphic design or visual storytelling skills (e.g., Canva, Adobe Creative Suite).
- A deep passion for equity in menstrual health and Days for Girls' mission.



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## Why Join Us?

This is more than a job—it's a chance to lead and energize a movement. You'll work with a passionate team, connect with an incredible global network of volunteers, and play a pivotal role in building a brighter, more equitable world for women and girls everywhere. We are excited to grow with someone who brings not just skills, but heart, creativity, and a vision for what a truly inclusive, inspired volunteer program can look like.

**Ready to lead with purpose, joy, and impact? We'd love to meet you.**

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## Compensation and Benefits

- Salary is determined at the time of hire based on factors such as experience, skills, and alignment with the role's responsibilities.
- Shared cost group health, dental, and vision benefits
- Unlimited paid time off
- 401(k) retirement plan