



## **Crossfire Ranch**

Offering Hope. Changing Lives.

### **Role Description**

Job Title	Volunteer Recruiter & Coordinator
Reports To	Executive Director
Requirements	Part-time. Flexible, hybrid, Saturdays and/or evenings as needed

### **Organizational Overview**

Crossfire Ranch is a provider of Faith-Based Equine Mentorship. Our mission is to pair vulnerable youth with an equine partner and mentor to find hope and healing. Since moving to the Valders area we have served kids in seven surrounding counties. Our current typical year serves between fifty and seventy youth through camps and one-on-one mentoring.

Crossfire Ranch operates out of a leased barn with the goal of purchasing the property in the near future. We have capital campaign materials ready to be utilized. This, along with growth of our volunteer base, will position us to expand our program and the number of youth we serve.

### **Job Summary**

The Volunteer Recruiter will work with the organization to identify volunteer candidates with the right skills and talents to take on the organization's specific project. The Volunteer Recruiter will do so by working with the organization to understand specific volunteer needs, building partnerships with individuals and entities to access pools of potential volunteers, and defining a process for ongoing recruitment, as needed. This individual will exhibit strong networking and influencing skills and a process-oriented mindset.

### **Primary Objectives**

Serve as Crossfire's Volunteer Growth Director

- Achieve Volunteer Goals
- Develop Volunteer Program
- Lead & Manage team member volunteers
- Increase Volunteer & Community Awareness

### **Major Areas of Responsibility**

- Understand the skill sets needed for the project and develop volunteer specifications
- Seek out partners, institutions or channels (e.g. online platforms, social media) that can provide volunteers with the right skill sets
- Vet prospective volunteers on behalf of the organization
- Establish a volunteering agreement with potential partners and volunteers

- Institutionalize the process of recruiting volunteers by implementing a skilled volunteer talent acquisition process and infrastructure

### **Skills and Competencies the Recruiter Will Develop**

- Ability to find solutions with limited resources
- Knowledge of the social sector and volunteer management
- Ability to leverage networks and interpersonal skills to influence outcomes
- Ability to teach and share business knowledge to improve processes
- Leadership