



Monroe County Family Connection

Job Opportunity: Community Collaboration Coordinator

Monroe County Family Connection is a community-driven organization dedicated to improving the well-being of children and families in Monroe County. As part of the statewide Georgia Family Connection network, we bring together partners to create meaningful change in our community.

We're looking for a dynamic individual to lead planning, facilitation, communication, and coordination efforts for our collaborative initiatives.

Key Responsibilities:

- Support the development and execution of the Collaborative's annual plan, including data analysis and strategy implementation.
- Organize and facilitate meetings, ensuring active participation from community stakeholders.
- Prepare reports, maintain records, and manage essential documentation.
- Foster relationships across a diverse range of individuals and organizations.
- Manage all social media platforms and possess basic marketing skills.

Qualifications:

- Strong communication and writing skills.
- Ability to work collaboratively with community partners.
- A bachelor's degree is required.
- Willingness to travel within the state and region for meetings and trainings.
- Comfortable working under the direction of a governing body, committee, or group.
- Possess a love for Monroe County, GA.

If you're passionate about making a difference and have the skills to drive community collaboration, we'd love to hear from you!

The candidate will be a contractor of the Monroe County Board of Commissioners.

You can submit a cover letter, resume, and 3 references to:

jabbott@monroecoga.org

Or in person:

Monroe County Board of Commissioners

38 W. Main St.

Forsyth, GA 31029

ATTN: Sametrice Adams-Carter, MSW