



The Value Of a Veteran
2465 Centreville Rd, #J17-252
Herndon, VA 20171
1-877-681-9960

www.TheValueOfaVeteran.com
lisa@TheValueOfaVeteran.com

Job Title: Program Ambassador (Marketing)

Job Status: Independent Contractor (1099 will be issued)

Time Commitment: minimum 10 hours/week and maximum 20 hours/week. Opportunities may occur to elect to increase to 30 hours a week during select busy periods.

Pay rate: \$20/hr payable monthly in arrears via direct deposit

Background: The Value Of a Veteran (VOAV) produces two types of programs, connecting select populations of military and veterans to employers:

- **Military Skilled Trades (MST)** (<http://MilitarySkilledTrades.com>) – 26 career fairs occurring all year long at select military installations across the US and a resume database open to service members world-wide. Target audience is active/guard/reserve/veteran/military spouse with skilled trades experience (i.e., welding, construction, HVAC, telecommunications, truck driving, painting/coating, etc.)
- **Student Veteran Career Conference (SVCC)** (<http://StudentVeteranCareerConference.com>) – 7 regional career fairs taking place in September and October and a resume database open to students world-wide. Target audience is active/guard/reserve/veteran/military spouse/ROTC cadets pursuing degrees or recent (<12 months) graduates.

Program Ambassador Job Description:

The Program Ambassador is a Marketing role. You are responsible to create awareness of these two programs within the military community, to answer service member questions and to assist service members with registering as early as possible for the appropriate event.

VOAV needs approximately 60 Program Ambassadors to cover both MST and SVCC on the ground who can access the installations and help market the event (to appropriate military units, family support groups, transition centers, education centers, local VSO's such as the VFW or American Legion, etc.), answer stakeholder questions and assist appropriate service members with registering.

- MST program will be marketed to the installation at which you are stationed.
- SVCC program will be marketed to the installation at which you are stationed and also to an assigned list of colleges (50 colleges/Ambassador)

The majority of this work can be done from home (emailing and calling). Expect that about 40% of your time will be spent on the installation or in the local military community doing direct promotion (at TAP classes, at Guard/Reserve units, etc.)

Interested applicants should submit a resume to jill@TheValueOfaVeteran.com

SUBJECT: <installation or city name> Program Ambassador resume



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Program Ambassadors located at one of the 26 locations where a Military Skilled Trades career fair is occurring are also required to assist with set up and running of the career fair when it comes to your location. See list of locations and dates below.

Program Ambassadors located within a reasonable commute of one of the 7 locations where a Student Veteran Career Conference is occurring will have the opportunity to elect to assist with set up and running of the career fair when it comes to that location. See list of locations and dates below.

VOAV will provide you with marketing materials.

Your schedule is flexible and you should manage your time so as not to exceed the allotted contracted hours/week. It is anticipated that Ambassadors will need to perform at least 10 hours a week and can go up to 20 hours a week. If VOAV needs select Program Ambassadors to work more than 20 hours in a given week, you will be given the opportunity to accept or turn down the extra hours.

The ideal Program Ambassador candidate is a military spouse or transitioning military, Guard / Reserve, separated / retired veteran who is familiar with the military base and military community outside the installation. The role is also appropriate for student veterans enrolled part-time and seeking part-time employment.

You will be required to provide verbal and written updates to the two program managers weekly on your outreach activities. The program managers will provide you weekly updates on the number of service members who have registered from the installations/colleges to which you are marketing. Each program has a specific registration goal per installation/college, which the program managers will review with you.

Key Qualifications:

- Must be stationed either at:
 - An active military base or living in the community outside the base. **Priority consideration** will be given to applicants stationed at one of the 26 locations listed for Military Skilled Trades event (see list of installations below), **OR**
 - Attending college part time in a US city. **Priority consideration** will be given to applicants attending school and living in one of the 7 major cities listed for Student Veteran Career Conferences (see list of cities below)
- Excellent communication skills—written and verbal—including formal presentation skills
- Proven history and skills in engaging with peers as a leader (experience as a non-commissioned officer or leader from a military spouse group highly preferred)
- Commitment to following program guidelines to protect VOAV brand and Military Skilled Trades program integrity
- Interpersonal savvy when interacting with VOAV staff, intended audience and stakeholders

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- Self-motivated and able to work independently with little supervision, consistently reporting back to the program about military community engagement
- Excellent time-management, organization, planning, and implementation skills
- Highly motivated to achieve, with the ability to solve problems and overcome obstacles
- High level of ethics, values, integrity, and trust
- Sales or event marketing experience a plus

2018 Military Skilled Trades Career Fair Schedule

Military Skilled Trades Career Fair Location	Date of Career Fair
Schofield Barracks (Honolulu), HI	Mar 28, 2018
MCAS Kaneohe Bay (Honolulu), HI	Mar 29, 2018
Hickam AFB (Honolulu), HI	Mar 30, 2018
Ft Eustis (Newport News), VA	Apr 17, 2018
Naval Station Norfolk, VA	Apr 18, 2018
NAS Oceana (Virginia Beach), VA	Apr 19, 2018
Ft Benning (Columbus), GA	May 15, 2018
Ft Rucker (Dothan), AL	May 16, 2018
NAS Pensacola, FL	May 17, 2018
Naval Station Everette, WA	Jun 12, 2018
Joint Base Lewis- McChord (Tacoma), WA	Jun 13, 2018
Joint Base Elmendorf- Richardson (Anchorage), AK	Jun 15, 2018
NAS Jacksonville, FL	Jun 26, 2018
Moody AFB (Valdosta), GA	Jun 27, 2018
Ft Stewart (Hinesville), GA	Jun 28, 2018
Naval Station San Diego, CA	Jul 24, 2018
Camp Pendleton (Oceanside), CA	Jul 25, 2018

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Ft. Bragg (Fayetteville), NC	Aug 8, 2018
Camp LeJeune (Jacksonville), NC	Aug 9, 2018
Sheppard AFB (Wichita Falls),TX	Oct 24, 2018
Ft. Hood (Killeen), TX	Oct 25, 2018
Holloman AFB & White Sands Missile Range (Alomogordo), NM	Nov 14, 2018
Ft. Bliss (El Paso), TX	Nov 15, 2018
Ft. Huachuca (Sierra Vista), AZ	Nov 16, 2018
Ft Irwin (Barstow), CA	Dec 6, 2018
Nellis AFB (Las Vegas), NV	Dec 7, 2018

2018 Student Veteran Career Conference Career Fair Schedule

Student Veteran Career Conference Location	Date of Career Fair
Boston, MA	Sep 15, 2018
Orlando, FL	Sep 22, 2018
Seattle, WA	Sep 29, 2018
Los Angeles, CA	Oct 6, 2018
Chicago, IL	Oct 13, 2018
New York, NY	Oct 20, 2018
Oklahoma City, OK	Oct 27, 2018

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