

Family of Women Enrollment Team Lead

The Enrollment Team Lead is committed to the Family of Women mission, growth, and success. She collaborates with the Chapter Leaders, Events, and Media Teams. She is accountable to the Chief Operations Officer.

Responsibilities/Deliverables

- Creates enrollment training opportunities for:
 - All Family of Women Leadership to authentically share our organization's mission and vision.
 - The membership to authentically share our organization's mission and vision and enroll others in them.
- Collaborates with:
 - The Events Team as they create and lead enrollment/registration teams for organization (non-chapter-originated) sponsored Family of Women events.
 - The Chapter Leaders as they create enrollment/registration for local events.
- Retention plan:
 - Creates a retention plan that illuminates the context and value of the Family of Women.
 - Implements the plan throughout the organization.
 - The retention plan results in 90% retention of members cycle over cycle.
- Is a resource to the Media Team as they create Family of Women message-driven social media content.
- Conveys available digital media content (ex. Webinars, Instagram, Facebook) and inspires the membership in its use.

Requirements

- Consistent and current member of the Family of Women for the past 2 years.
- Has completed Leadership Training and the Women's Discovery Weekend.
- Has been a successful and enrolling leader.
- Visionary.
- Risk taker.
- Brings a cooperative spirit and mutual respect for successful collaboration.
- The position will be for 2 years.

NOTES:

- **At the interview process ask for at least 2 examples of her enrollment successes.**