



Position: Community Outreach and Partnerships Manager

Salary Range: \$72,000 - \$83,000 per year

In Office Location: Santa Ana, CA

Application closing date: September 27, 2024 @ 5:00 p.m.

Apply to: First5OC@cfcoc.ocgov.com

About First 5 Orange County

We envision an Orange County in which all children reach their full potential. The groundwork for this vision is set during a child's earliest years. First 5 orange County partners with many organizations working toward creating and maintaining an early childhood system that families experience as a seamless network of care.

Since our inception 25 years ago, First 5 Orange County has become a leading convener and collaborator, as well as a valued capacity builder and funder of best practices with an emphasis on elevating equity. In these roles, we offer the community deep expertise on the importance of early childhood in human development and the conditions that children and families need to thrive.

Our Values

Respect

We recognize and value the inherent worth of all coworkers, partners, and community members and treat everyone with the same level of appreciation, kindness, understanding, and helpfulness.

Teamwork

Through collaboration, dedication, and effective communication, we work together to fulfill our mission to serve the children and families of Orange County to the best of our collective ability.

Accountability

Through reliability, personal and organizational responsibility, and honesty, we honor commitments to teammates, partners, and the community.

Position Summary

- Leads the Community Outreach body of work for First 5 Orange County and enhances First 5 OC's position and brand among organizations, community members, and other partners.
- Strategizes on how to integrate Kid Builders among programs and projects supported by First 5 OC.
- Gathers feedback and input from the community on our outreach strategy and provides recommendations for improvement.
- Ensures that First 5 OC is present at events directed to families and organizations that provide early childhood services.

What you will do

You will report to the Director of Partnerships and Government Affairs, and as the Community Outreach and Partnerships Manager, you will be comfortable with and energized by connecting with people, sharing information about First 5 OC's work, and gathering feedback from parents/service providers about their and their children's needs to improve our outreach strategies and presence in the community.

You will be passionate about providing information and resources to families with young children and must be able to work on a regular basis at events that are in communities located throughout Orange County at times that are convenient for families, such as late afternoon, evenings, and weekends.

You will be a strong leadership and organizational skills, as this position will help to design and coordinate a structure of people to work at events; and manage event logistics including event preparation and materials, staffing, and inventory. You will also lead in the physical organization of supplies for events.



Your ability to develop and nurture relationships with community members and agencies is crucial to building partnerships and champions for young children. You will also collaborate with other First 5 OC teams in promoting the name and image of First 5 OC among providers as well as parents/caregivers.

Experience and Competencies you will possess

- Written and Oral Interpretation/Translation abilities in English-Vietnamese or English-Spanish
- Bachelor's degree in child development, social work, health and human services, government affairs, marketing or related field (a combination of 7 years of experience in these areas of work is also acceptable).
- Experience organizing resource fairs and other community outreach events.
- Experience in family engagement and outreach.
- Professional experience in marketing, branding, and/or social media outreach.
- Experience leading people desired.

Salary and Benefits

Salary Range: \$72,000 - \$83,000 per year

Benefits include competitive compensation, incentive programs, full suite of health and wellness benefits, and Orange County Employees Retirement System.

Contact Information

First5OC@cfcoc.ocgov.com

First 5 Orange County is an at-will and equal opportunity employer and seeks to employ and assign the best qualified personnel in a manner that does not discriminate based on race, color, religion, gender, marital status, age, national origin, physical or mental disability, sexual orientation, veteran/reserve and National Guard status or any other status or characteristic protected by law.