

Community Outreach Chair – [20-30 hrs]

Role Synopsis

The Community Outreach Coordinator Chair strengthens Northside Catholic Academy's connection to the surrounding community by developing and maintaining partnerships with local restaurants, shops, and businesses. This role focuses on creating mutually beneficial opportunities—such as “dine out” nights and “give back” shopping events—that support the school while promoting local businesses.

Key Responsibilities:

- Build and manage relationships with local businesses to create fundraising and community engagement opportunities.
- Coordinate “dine out” nights, shopping give-backs, and similar partnership events.
- Collaborate closely with the school's Marketing Department, school administration, and the Soirée Committee to ensure alignment and avoid overlap.
- Communicate clearly and professionally with business partners, school leadership, and NCAPO board members.
- Participate in monthly NCAPO board meetings and provide updates on outreach initiatives.
- Leverage a strong local network and outreach skills to expand community visibility and support for the school.