

Projects Community Liaison Volunteer DESCRIPTION



Projects Community Liaison Volunteer With Vera Aqua Vera Vita (a Grassroots Non-Profit)

Vera Aqua Vera Vita is a grassroots nonprofit organization founded on the mission of “tapping into the physical and spiritual nature of water to empower people and communities in developing countries to generate clean water and sanitation solutions that bring ‘True Water True Life.’” We are a small and a relatively young organization with a lot of opportunity for growth and impactful contribution. Visit our website at VeraAquaVeraVita.org.

Job Description: Meaningful, professional, and fun volunteer projects community liaison working closely with the Founder & Executive Director, Peru Project Liaison, engineering team, and missionary/project teams to help accomplish the mission of Vera Aqua Vera Vita by supporting in liaison services for various community projects as described below.

Minimum Qualifications:

- Belief in/Supporting of Vera Aqua Vera Vita’s mission
- Willingness/motivation to learn & ability to quickly grasp new software, etc.
- Ability to work in a volunteer/team environment both in person and on the phone
- Self-motivated to complete projects, meet deadlines, and function independently without much oversight
- Proficient in speaking Spanish (Native Speaker or 4 years min. of collegiate classes/professional skills)

Scope of Role:

- Coordination with our partners on the ground in the communities we are serving
- Translation of communications (emails, text messages, phone conversations), reports, documents, and applicable information necessary for project delivery
- Periodic conference calls with the Country-Specific Project Liaisons & partners on the ground in the communities
- Support of various tasks related to WASH Program implementation
- Openness to travel to the countries where the communities VAVV serves are located (if possible)

Expectations:

- Estimated hours per week: 1-5 hours minimum
- Accountable to meet strict deadlines, *with exceptions*
- Bi-weekly Status Meeting with supervisor on assignments as needed
- The exact duration of the volunteer role will be determined during onboarding

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Our (VAVV) Commitment:

- To provide the opportunity to work within a team of technical experts in a professional non-profit organization
- To provide an opportunity to learn, grow, and be creative in helping to vision VAVV for the future
- To provide a letter of recommendation, if requested, if all work requirements and professional standards were met during the volunteer period
- To provide experience working within a volunteer-based organization

How to sign-up:

- Visit <https://www.myvolunteering.com/veraaquaveravita/>, select the appropriate volunteer role, create your volunteer account, and submit the sign up form.
- Then email Jacob Niemeier at jniemeier@veraaquaveravita.org that you are ready to begin volunteering.
- Phone calls to Jacob at **317-670-6293** are welcome if you have questions, feedback, or want more information.