HOPE worldwide is seeking a driven and compassionate Manager of Volunteer Corps. The successful candidate will be responsible for supporting the Senior Director of Volunteer Corps in the execution and coordination of HOPE worldwide’s Volunteer Corps. We are looking for an innovative, inspirational, and forward-thinking individual with a growth mindset. We are a company that has a mission to inspire greater hope in our world; if you have a similar vision, then we want you to apply.

**Position Title:** Manager, Volunteer Corps  
**Requisition #:** 2022-06  
**Supervisor:** Senior Director, Volunteer Corps  
**Effective Date:** May 2022  
**Status:** Full-time  
**Location:** Atlanta, GA

**Responsibilities**
- Assist the Senior Director in planning Volunteer Corps programs. This would include schedules, budgets, and program descriptions.
- Assist the Senior Director with program management. This would include communication with program coordinators and leaders before, during, and after volunteer trips.
- Be responsible for the monitoring and evaluation (M&E) of the programs.
- Be available to assist the Senior Director with various matters that may arise in the running of the department.

**Qualifications**
- Recognized by HOPE worldwide as being a spiritually fit Christian holding to fundamental Christian principles
- Proven strong personal commitment to helping the materially poor and the marginalized
- Personal involvement in service in their local community
- A keen awareness of social justice issues and current affairs
- Inter-cultural experience to navigate majority/minority world differences
- Strong Volunteer Corps experience (preferably outside the US)
- Global Service Internship alumnus (much preferred but not mandatory)
- Able to work under pressure, with short deadlines
- Able to deal with crises and conflicts
- Flexible in terms of work hours. Due to the global nature of our programs, the position will entail working at odd hours (late nights, early mornings, weekends).
- Extremely reliable and organized
• Excellent communication skills
• Very quick and responsive (emails and messages need to be answered very fast)
• Quick and eager learner with a humble attitude
• Receptive and responsive to feedback from key Volunteer Corps stakeholders
• Member of the International Churches of Christ with an understanding of HOPE worldwide, its history and mission, and its relationship with the church.
• Excellent networking abilities with various stakeholders (church leaders, HOPEww leaders, foreign coordinators, donors, volunteers of all ages, parents, etc.)
• Fluency in Spanish
• A good working knowledge of online tools and social media
• Bachelor’s degree in a related field required

Benefits
• Eligible for full benefits package (medical, vision, dental) + retirement benefits (plus matching!)
• Fantastic paid time off package (includes vacation, sick and holidays)
• Up to five days per year paid time off to volunteer for HOPEww programs
• Serve, love and work with people around the world to inspire greater hope

Apply
Please send resume and cover letter to hr@hopeww.org.

About HOPE worldwide
HOPE worldwide is an international charity that changes lives through the compassion and commitment of dedicated staff and volunteers to deliver sustainable, high-impact, community-based services to the materially poor and needy. Today HOPE worldwide serves more than 1.5 million people annually on every inhabited continent. After 30 years, HOPE worldwide continues to be an organization dedicated to serving, teaching, healing and loving communities made vulnerable due to poverty, disease, or disasters. Together we can inspire greater hope in our world.
To learn more about HOPE worldwide, visit hopeww.org. Connect on Facebook, Instagram, YouTube, LinkedIn, Twitter and TikTok for the most current news on programs around the world.