



Twin Cities Pride

a minnesota nonprofit corporation

Job Title: Regional Pride Manager	Reports To: Executive Director
Department: External Relations	
Revision Date: July 2011	

Position Overview

The Regional Pride Manager shall serve as the key contact for all activities of Twin Cities Pride related to the Regional Prides at the Pride Festival and outstate.

Duties & Responsibilities

- Research and identify Regional Pride celebrations and determine TC Pride's availability to attend
- Maintain a calendar of Regional Pride events on tcpride.org
- Determine TC Pride's ability to host the Regional Pride organizations at the TC Pride Festival and Parade
- Primary point of contact for Regional Pride representatives
- Work with Executive Director and others to determine materials and set up needed for Regional Pride presence at TC Pride

Requirements

- Proven leadership and organizational ability
- Ability to work as part of a team to create a successful event
- Interest in working with grassroots organizations across the region
- Ability to represent Twin Cities Pride in a professional manner, modeling organizational values
- High level of detail orientation
- Excellent communication skills
- Ability to prioritize and complete tasks in a fast-paced environment
- Ability to follow instructions
- Computer knowledge
- Excellent written, oral, and interpersonal skills
- Ability to think creatively and solve problems effectively

Approximate Time Commitment

- 1-2 hours per week until February
- 5 hours per week February – May
- 10 hours per week in June
- Availability to attend various Pride festivals throughout the summer and fall
- TC Pride recap in July

NOTE: This job description is not intended to be all-inclusive. Incumbent may perform other related duties as determined to meet the ongoing needs of the organization.

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It is the mission of Twin Cities Pride to commemorate and celebrate our diverse heritage, inspire the achievement of equality and challenge discrimination.