



## **COMPANY OVERVIEW**

North Star Alliances is a community engagement and outreach strategy firm recognized for its ability to identify solutions to complex challenges and produce results for clients. North Star Alliances was founded in 2012 by Chief Executive Officer Ernesto Morales. Ernesto is an established Los Angeles-based executive who has dedicated his career to empowering communities through strategic outreach, engagement, and partnership initiatives. Over the last decade the firm has built its reputation by consistently demonstrating value-add not only as a strategic thought partner, but also as a team that effectively executes on behalf of clients. NSA's commitment to high-quality work derives from its impact, as the firm supports client projects that will truly benefit Southern California communities. NSA is proud to have worked with blue chip companies and organizations like: L.A. Care Health Plan, Optum, Coca Cola, Google, The White House, the Aspen Institute, Metro, LAC+USC Medical Center, Riot Energy, Goldman Sachs and the County of Los Angeles.

If you are excited to join a rapidly growing company where you can make a difference & be part of a team that is strongly making a local, regional and national imprint in Community Engagement, then North Star Alliances is the place for you!

## **POSITION OVERVIEW**

As part of NSA's client services, the Community Outreach Event Staff will assist in the planning and execution of community outreach events and campaigns on a per-project basis. This is a flexible contractor position, perfect for someone looking to grow his or her work experience and supplement his or her income. Event Staff will be trained, as appropriate, by NSA. The ideal candidate will be comfortable in a fast-paced, entrepreneurial environment, have a willingness to learn new skills, and be a self-starter who can multitask. NSA's events are held throughout Southern California, including Los Angeles, Riverside, San Bernardino, Orange, and San Diego Counties. Events are held during the day, in the evening, and on weekends. NSA is an equal opportunity employer committed to workplace diversity.

Our Community Outreach Event Staff should be driven, reliable and should enjoy engaging community members of all walks of life.

## **PRIMARY RESPONSIBILITIES**

- Assisting in executing community outreach events and campaigns
- Assisting with event set-up and break-down
- Providing trade show services for clients at events, such as staffing the booth, staffing a prize wheel, giving away incentive items or gift bags, directing traffic to the booth, and providing product demonstration
- Engaging in grassroots community outreach efforts, such as building relationships with businesses, community organizations, faith-based entities, and other venues to promote upcoming events and campaigns
- Picking up, delivering, and distributing marketing materials in the community



### **KEY QUALIFICATIONS**

- High school diploma or GED, some college preferred
- Strong communication and problem solving skills
- Great customer service skills, with professional demeanor in person, in writing, and on the phone
- Ability to work as part of a team and independently, follow instructions, and be organized
- Event planning or production experience, a plus
- Spanish language skills, a plus

### **ADDITIONAL REQUIREMENTS**

- Attend trainings as necessary
- Comply with event dress codes
- Ability to lift 40 pounds
- Have a valid driver's license
- Ability to travel locally to events throughout Southern California

### **POSITION STRUCTURE**

This position reports to NSA Principals. Community Outreach Event Staff are independent contractors, billed through 1099 forms. Work will be available on a project-by-project basis, based on event availability and NSA client needs. Projects may require an average of 5-15 hours/week, and may include evenings and weekends. Mileage to events that take place outside of Los Angeles County will be reimbursed at the federal rate of \$.625 per mile.

**Hourly Compensation is \$20-23/hour**

**To apply: Please submit a resume and application by email to [Info@NorthStarAlliances.com](mailto:Info@NorthStarAlliances.com), with the subject line "Community Outreach Event Staff"**

**Applications will be accepted on a rolling basis.**

For additional information visit **[NorthStarAlliances.com/JoinTheTeam](http://NorthStarAlliances.com/JoinTheTeam)**