



Voyage Forward Coordinator Responsibilities

The Coordinator leads the Voyage Forward Coalition in its mission to facilitate, communicate and sustain Voyage Forward in Koochiching County. The Coordinator is the single voice for work being done through the Destiny Drivers and is the contact for media and marketing.

The Coordinator represents the Voyage Forward brand and its vision. The applicant should be familiar with the history and process of Voyage Forward including community surveys, studies and purpose of each Driver. The applicant must be able to collaborate with existing organizations to be successful. The Coordinator should have effective leadership qualities and experience in organizational management.

The Coordinator serves the Champions of the Destiny Drivers in communicating activities, calling meetings, and helping to seek resources for administrative and project funding. Coordination ensures there is no duplication of effort and that all involved or interested are kept up to date through the website and other means.

It is the intention of the Coalition to hold meetings open to the public, throughout the county, every 90 days. Meetings may be called more often to ensure progress.

The Coordinator works with the Secretary/Treasurer to prepare the agenda, minutes and documents for meetings; oversees the budget; and leads presentations to government bodies, interested groups and potential sources of funds.

The Coordinator oversees all material placed on the website; all content comes through the Coordinator to the Web Manager. Champions will continue to submit agendas and minutes from Driver meetings to eliminate duplication and to keep all members fully informed of discussion and actions.

This is a volunteer position with a term of two years.

Voyage Forward Vision

We are one community focused on the future that values our citizens, environment and unique culture. We are open to new ideas and value the input from our citizens. We understand to improve and thrive, we must look to the future and invest in community and economic development.