**JOB ANNOUNCEMENT**

**Position Title: Program Coordinator**

The National Federation of the Blind of Missouri, Mission BEAM (Blindness Education Advocacy & Mentoring) is looking for an energetic person to coordinate monthly activities for blind and visually impaired youth ages 14 – 21 to enhance their experiences in learning about alternatives to blindness in daily living, education, self-advocacy, vocational opportunities, and preparing for employment. The program coordinator will be responsible for recruiting, training, and supervising mentors and mentees.

**Education:**

* BA in education, business, or related field or equivalent experience.

**Must have knowledge/experience in:**

* Working with blind and visually impaired youth 14-21 years of age (high school).
* The use of alternative techniques used by blind and visually impaired persons in their daily living.
* Using blind accessible computer software and other adaptive technology for the blind.
* The use of white cane techniques.

**Must be able to:**

* Travel independently within the state of Missouri.
* Demonstrate good oral and written communication skills.
* Organize, plan, and present activities to blind and visually impaired individuals.
* Meet with blind or visually impaired youth monthly through zoom, by telephone, or in person.
* Lead monthly check-ins with mentors.
* Work an average of 20 hours per week.
* Perform other tasks as needed.

To apply please send your resume to NFB of Missouri president, Shelia Wright at [sbwright95@gmail.com](mailto:sbwright95@gmail.com).

Note: References and additional information may be requested later.