



Digital Equity Coordinator

Shaping Our Appalachian Region (SOAR) is looking for a positive, hard-working, and dedicated individual to oversee outreach and enrollment for the FCC Affordable Connectivity Program.

This position can be based anywhere inside SOAR's 54 county service territory. It will cover 26 counties included in the grant, and it will report to SOAR's Chief Operating Officer.

Heavy travel will be required with this role.

Responsibilities

- Become a subject matter expert on the FCC Affordable Connectivity Program
- Execute in-person ACP enrollment events across assigned territory including setting up a formal booth and directly enrolling registrants onsite
- Staff ACP signup booths at popular community and SOAR-led events
- Respond to ACP-related questions/inquiries submitted through the SOAR website, SOAR social media channels, SOAR email, SOAR office phone, and any other referral source
- Collaborate with SOAR staff on planning and design of television, cable, radio, and digital advertising campaigns
- Provide front-line feedback from eligible households at registration events to the SOAR staff
- Convene community anchor institutions like libraries, ISPs, local governments, area development districts, community action agencies, and K-12 schools around ACP awareness
- Record all activity, performance, and impact measures into designated SOAR-supplied software
- Support SOAR CFO and SOAR Executive Director with monthly reporting

Expectations

- Embody [SOAR's mission and core values](#).
- Possess a willingness to get into the trenches and think "stick forward"
- Be a team player.
- Embrace flexibility and handling changes on the fly
- Follow standardized SOAR processes
- Show up prepared to mandatory weekly team and individual meetings:
 - Standups each morning at 9:30 AM
 - Weekly 1:1s with the SOAR COO
 - Monthly all-team convenings
- Be coachable and open to constructive feedback
- Attend regional events as required

Qualifications

- Able to work independently
- Ability to communicate and succeed in a collaborative environment
- Superb time management

SOAR

Culture and Core Values

SOAR's mission is simple: to return Eastern Kentucky back to economic prosperity.

Our team culture is anchored by putting the interests of Eastern Kentucky first in all that we do.

We believe treating others the way we want to be treated is always within our control.

Our core values include faith, selflessness, grit, integrity, and empathy.

We do our best to exemplify these daily in our interactions with each other and with external partners.

Why SOAR?

The SOAR organization offers a chance to be part of a movement that's bigger than any one of us individually.

Eastern Kentucky's won't be solved by others. It's going to take us as Eastern Kentuckians to come together to find the solutions.

Through communications, collaborations, and convenings, SOAR's on the front lines helping to get the right people in the right rooms to ensure the future of Eastern Kentucky burns as bright as ever.

SOAR offers a competitive salary along with the following benefits:

- Performance bonus
- 100% paid individual health insurance
- SIMPLE IRA retirement plan with employer matching up to 3%
- Cell phone stipend
- Mileage reimbursement for work-related travel

Apply Now

Email a cover letter, resume, and salary history to hr@soar-ky.org.