

## **Public Outreach Coordinator**

The KISS Institute for Practical Robotics is currently seeking a Public Outreach Coordinator to market Botball and related technology education programs to potential participants and sponsors.

The ideal candidate would be passionate about our organization's educational mission and look forward to working with educators and students. They would have excellent communication skills, as well as experience with conference exhibits, presentations, media relations, and cold call marketing .

### **Responsibilities**

- \* Prepare printed marketing and press materials
- \* Manage electronic newsletters and other online communication
- \* Coordinate communication with sponsors
- \* Assist with planning, preparation, and execution of events
- \* Recruit new participants for Botball and related technology education programs
- \* Represent KIPR at conferences, exhibits, and other events

### **Additional Qualifications**

- \* Strong computer literacy, including basic knowledge of HTML
- \* Proficiency with desktop publishing software ( InDesign)
- \* Some experience with social networking sites preferred ( Facebook, flickr, etc.)
- \* Willingness to travel to conferences and events
- \* Marketing degree, or equivalent experience

### **How To Apply**

Email resume and salary requirements to [jobs@kiper.org](mailto:jobs@kiper.org), or fax to 405.329.4664

### **About the Organization**

KIPR is a 501(c)3 nonprofit organization headquartered in Oklahoma. Our flagship program, Botball Educational Robotics Program, positively influences about 6,000 students annually, as well as countless others over the years. Botball's combination of putting reusable equipment into schools and training teachers with that equipment provides a long-term impact in our nation's classrooms and after-school programs. More information about KISS Institute for Practical Robotics is at [www.kiper.org](http://www.kiper.org). Botball's website is at [www.botball.org](http://www.botball.org)

KISS Institute for Practical Robotics is an equal opportunity employer and does not discriminate based on race, color, religion, gender, age, sexual orientation, national origin or ancestry, physical or mental disability, veteran status, or any other basis protected by federal, state, or local laws.