



**National Staff Position: NFL Alumni Association  
Partnership Coordinator**

**Reports to: National Director of Development**

**Works closely with: National Partnership Program Lead  
NHQ Department: Development**

The NFL Alumni Association partnership coordinator will be highly motivated, enthusiastic and have the ability to interact easily with people from all walks of life; liaise with the CAP Development Team, CAP NHQ personnel, leadership of the NFLAA, their chapters and membership as requested; be able to easily interact with CAP members at the region and local units. This person will work closely with Cadet Programs and must have an in-depth understanding of the various aspects of Cadet Programs, especially in the areas of leadership development and physical fitness.

**Specific Duties:**

- Work with NHQ Development Team, Cadet Programs and Marketing to explore and possibly incorporate the NFLAA Caring for Kids fitness programs, as well as develop a Leadership and Fitness program for cadets that will expand and enhance the current fitness program, to include creating a series of videos for release down to the unit level.
- Work with the CAP Development Team, NHQ and NFLAA personnel to assist in the creation of social media and traditional media Public Service Announcement campaigns, to include NFL Game Day Publications, Sunday Games and other NFLAA efforts
- Working with the CAP Development Team and CAP NHQ, assist in identifying and pursuing joint opportunities specifically related to youth programs
- Be a member and collaborator on the working NFLAA/CAP Partnership Committee
- Coordinate a NFLAA presence at CAP National Conference coupled with Cadet Activities
- Work with NFLAA and chapter representatives to find opportunities for partnership in each geographic area where their members live.
- Coordinate engagement at encampments by NFLAA based on chapter location and availability of NFLAA members.
- Facilitate the coordination of CAP color guards at NFLAA events and/or NFL games
- Raise awareness for NFLAA Caring for Kids Mission through coordinated media releases and unit promotion and support of local NFLAA Caring for Kids and NFL events