



## DfG USA Regional Representative

**Job Title:** DfG USA Regional Representative  
**Classification:** Volunteer (0-5 hrs/week)  
**Location:** USA based  
**Reporting To:** USA Country Coordinator

### **Days for Girls International**

Days for Girls International is an award-winning NGO that works to shatter stigma and limitations associated with menstruation for improved health, education, and livelihoods. Through our Education & Access to Menstrual Products Strategy, Days for Girls provides holistic menstrual health education curriculum and increases women and girls' access to menstrual products. Through our Policy & Advocacy Strategy, Days for Girls educates and builds connections with national and international policymakers, coalitions, and organizations who can advance, accelerate and amplify the importance of menstrual health in improving education and livelihood outcomes for women and girls. To date, Days for Girls has reached more than 3+ million women and girls in 145 countries and territories on 6 continents with quality, sustainable menstrual care solutions, and health education.

### **High Impact Purpose:**

USA Regional Representatives contribute to volunteer effectiveness and smooth operations of the Volunteer Programs by leading, communicating with, and supporting Chapters, Teams, and Clubs in your region to fulfill Days for Girls mission. Your Regional Representative role is to build a regional network and communicate opportunities, learnings, and resources available while listening to and supporting Chapters, Teams, and Club leaders. Your efforts will create a ripple effect that increases Days for Girls results as you promote both excellence and understanding of the work of our global Days for Girls family. It is anticipated that this volunteer role will take 5-10 hours a week.

### **Must have prior experience with Days for Girls**

### **This is a volunteer position**

### **Responsibilities:**

- Support Days for Girls International's core values, processes, and policies.



- Connect and become familiar with the Chapters and Teams in your region in order to create a feeling of support, cohesiveness, and collaboration.
- Support Chapter and Team leaders to build and facilitate strong relationships, trust, and open lines of communication about their successes, needs, and challenges.
- Foster collaboration between your region's Chapters and Teams.
- Facilitate connections between Clubs, Chapters and Teams.
- Act as a resource for the USA Advocacy Coordinator in working with Clubs in your Region.
- Promote and validate the reasoning for the DfG Impact Zones as they relate to the DfGI Enterprise programs.
- Understand, promote and reinforce Gold Standard Sewing standards with all regional Chapters and Teams.
- Stay current with new pattern updates, new procedures, and policies.
- Seek to understand the decisions made by DfG leadership, then promote similar expectations with region Chapters and Teams.

**Specific duties include, but are not limited to:**

- Ensure that all Chapters and Teams in your region receive and are aware of important DfG updates.
- Work with DfG Sewing Specialists to teach and reinforce Gold Standard sewing.
- Assist Chapters and Teams with technical support issues (IT), to ensure all in your region are checking and using their DfG emails regularly
- Work with country leadership to assist with collective USA-wide projects..
- Update Salesforce with notes about any important communications with Chapters and Teams.
- **Weekly:**
  - Check your Regional Representative email and respond appropriately.



- **Monthly:**
  - Encourage and follow up with Chapters and Teams to ensure their Monthly Impact Report and *kit reporting* is completed.
- **Quarterly:**
  - Participate in USA Regional Representative Zoom call
  - Host a quarterly video call with your region to increase communication, report highlights, discuss USA challenges/campaigns, encourage improvements, and share updates and best practices.
    - Make a copy of the slide deck provided at the quarterly Regional Rep call and customize it as needed. These meetings may be sparsely attended at times; we encourage you to hold them nonetheless. Meetings should be recorded and shared with your region post-call.
- **Yearly:**
  - Facilitate the yearly renewal process with all Chapters and Teams.
- **Intermittently:**
  - Work with country leadership to help facilitate conferences when they are in your area.
  - Regional Representatives occasionally meet virtually for off-cycle communications as needed.

The US Regional Representative is a regionally-based volunteer position and will work closely with the USA Country Coordinator and the Global Programs Director to have tremendous impact.

Thank you!