

Join the InRoads team and get a \$2,500 signing bonus!

InRoads Credit Union is seeking a full time Community Development Specialist to join our team in St. Helens, Oregon. The position is currently "hybrid", with a remote and in-office schedule. This position comes with a full benefit package including a matching 401k.

The Community Development Specialist will work within the communities we serve to independently identify and coordinate opportunities for InRoads to support non-profit and community organizations. Developing and growing relationships with community partners and civic organizations is a key component of this role. Part of working in the community includes participating in and coordinating events to further position InRoads as a valued community partner. The Community Development Specialist will leverage their outgoing, can-do attitude to identify and execute opportunities for engagement, both in-person and via social media. The position is hybrid, with some days in the office in St. Helens, OR.

A successful Community Development Specialist should be equipped with the following:

- This role will require a minimum of two years of job-related experience or equivalent in education.
- Must be able to maintain composure under pressure, interact routinely with others face-to-face, by telephone, and through other communication methods using active listening skills and excellent teamwork.
- Must be reliable in meeting exacting or highly accurate work results, strict deadlines, and prompt and friendly service delivery.
- Must be motivated self-starter with can-do attitude and attention to detail.
- Excellent interpersonal skills to deal effectively with professional contacts at all organizational levels, within the Credit Union, business partners and the communities we serve.
- As the position interacts with all departments and branches, the ability to successfully operate within a team environment is a must.
- A positive attitude and professional image are a must.
- Must have access to an automobile, a valid driver's license with a good driving record and adequate automobile related insurance. Must be able to travel between branches and communities on a regular basis.
- Must be flexible and able to work evenings and weekends—work hours may vary from regular office hours due to the nature and needs of this position.
- Must be PC literate and able to read computer screens for extended periods of time and have finger/hand dexterity for keyboarding and the operation of all other office machinery.
- Must be able to gather, pack, load/unload, and set-up related materials at presentation sites. May be required to transport up to 50 pounds of said materials.
- Requires ability to stand, walk, reach with arms and hands, climb or balance, and to stoop, kneel, crouch, or crawl on a routine basis.
- Bilingual (English/Spanish) skills a plus.

InRoads Credit Union is an Oregon-based not-for-profit financial institution. At InRoads, we are that trusted resource for our members and communities. We're here to deliver the financial expertise our members want and need, from affordable loans and financial resources, to money saving advice and planning. When our members succeed, so does the credit union. Our employees are a vital part of that success. Transparency, celebration of individuality, confidence, the ability to work with members to achieve their financial goals and dreams, and strong communication skills are necessary for any successful candidate.

Together we are InRoads Credit Union.

If you feel a connection to our credit union after reading a little about the position and our organization, and you meet minimum qualifications, submit your employment information (letter of interest and resume) as soon as possible. This position will remain posted until filled.

InRoads is an equal employment opportunity employer.