

Job Title: Community Leader for The Treasure Chest

Location: Remote

Time Commitment: 5 hours/week, flexible schedule based on individual needs

Compensation Overview:

→ \$15/hr

Additional Compensation Program:

- For your first sale, you will receive 20% of that profit
- For the remainder of your sales, you will receive 20% net revenue (Net revenue = gross revenue - employee and service costs)
- What your sale renews for the first time, you will receive 10% net revenue
- When your sale continues with memberships or plans, you will receive 7% net revenue for all ongoing purchases
- When your sale goes on to refer someone else, you will receive 5% of the net revenue from their referrals
- All referral fees payable on a quarterly basis.

Company Overview:

GEM Coaching, created in 2005 by CEO Eric Horwitz, is a dynamic and innovative coaching practice dedicated to helping individuals and companies reach their full potential, set and achieve meaningful goals, and overcome challenges. We believe in the power of coaching to transform lives and are committed to providing exceptional guidance and support to our clients.

In 2020, Coach E designed a community called The Treasure Chest. This virtual and in-person network is for professionals to connect with one another, and learn from GEM's array of coaches and facilitators in group sessions.

Position Summary:

As a Community Leader for The Treasure Chest, you will have the unique opportunity to help grow and inspire a coaching community. Each Community Leader is assigned an affinity group to promote and develop. The virtual, 45-minute affinity groups are as follows:

- Parents
- Entrepreneurs

- C-Suites
- The Gentle-men (for gay men)

By connecting individuals to their affinity group, we support community initiatives and create a space for connection and support.

Key Responsibilities:

Community Growth:

- Develop and execute strategies to attract new members to the affinity group.
- Utilize various channels, including social media, forums, and outreach events, to expand the community's reach.
- Collaborate with marketing and outreach teams to implement promotional campaigns that align with the group's goals.

Engagement and Retention:

- Foster a positive and inclusive environment that encourages active participation and collaboration among community members.
- Implement initiatives to retain existing members and enhance their overall experience within The Treasure Chest.

Communication and Relationship Building:

- Serve as the main point of contact for affinity group members, addressing inquiries, concerns, and feedback promptly and professionally.
- Establish strong relationships with key influencers and advocates within the community to amplify the group's impact.

Content Creation and Curation:

- Generate engaging content, including articles, newsletters, and multimedia, to share with the community and attract new members.
- Curate relevant content from community members and external sources to keep the group informed and inspired.

Moderation and Conflict Resolution:

- Enforce community guidelines and policies to maintain a respectful and inclusive atmosphere.

Qualifications:

- Strong communication and interpersonal skills.
- Empathetic and nonjudgmental attitude.
- Passion for personal development and helping others
- Strong organizational and project management skills
- Creative and innovative.
- Comfort with social platforms and outreach.

- Proficiency in Microsoft Office Suite.

Benefits:

- Networking opportunities.
- The chance to make a meaningful impact on clients' lives.
- Complimentary group life coaching.
- Revenue off of sales.