



TACAMO Community Veterans Association (TCVA) Executive Director (Volunteer)

Position Summary

The Executive Director serves as the chief executive volunteer of the TACAMO Community Veterans Association (TCVA), providing strategic leadership to advance the organization's mission of preserving the history, heritage, and camaraderie of the TACAMO (Take Charge and Move Out) community. The Executive Director works closely with the Board of Directors, officers, committee chairs, and volunteers to oversee organizational operations, programs, fundraising, communications, and long-term planning.

Key Responsibilities

- Provide leadership in implementing TCVA's mission, vision, and strategic goals.
- Work collaboratively with the Board of Directors to develop and execute organizational priorities
- Oversee the planning and coordination of TCVA programs, reunions, memorial ceremonies, scholarships, and special events
- Foster relationships with active-duty TACAMO commands, veterans, military organizations, donors, sponsors, and community partners
- Support fundraising initiatives and sponsorships
- Oversee organizational communications, marketing, and public relations.
- Ensure compliance with TCVA bylaws, policies, and nonprofit requirements
- Recruit, mentor, and support volunteers and committee leaders
- Monitor organizational performance and recommend improvements
- Represent TCVA at official functions, meetings, and public events.

Desired Qualifications

- Strong leadership and organizational skills
- Excellent written and verbal communication abilities
- Experience leading nonprofit, military, veterans, or volunteer organizations is preferred
- Ability to build relationships and work collaboratively
- Experience with project management is desirable
- Passion for supporting veterans and preserving TACAMO history

Time Commitment

- Approximately 10–20 hours per month, with additional time during major events and special projects.

Why Volunteer?

Help preserve the proud legacy of the TACAMO community while supporting veterans, active-duty personnel, and the families of those who served. Your leadership will help ensure TCVA continues to honor the past, serve the present, and inspire future generations.

Interested in volunteering?

Apply here: <https://forms.gle/HYAeKrgfESqPdmj27>