

SCBWI Nebraska Position Description: Published Author & Illustrator Liaison

Organizes events and opportunities that support the needs of the published authors and illustrators in our region.

The PAL Coordinator will:

- maintain and regularly check the scbwi.nebraska.pal email account
- communicate opportunities to our published members (e.g., opportunities to do virtual or in-person presentations or provide information for other promotional opportunities)
- update list of authors and illustrators available for school and library visits; communicate list to Regional Advisor and Promotions Coordinator
- coordinate quarterly virtual roundtable meetings that focus on topics relevant to published members (business, promotions, etc.)
- organize one annual event for published members that involves selling books (coordinate with a local bookstore)
- work with the Regional Advisor and Webinar Coordinator to create short PAL-featured videos on basic topics in publishing geared toward incoming members
- communicate with published members about their needs and interests; communicate those needs to the Regional Advisor
- serve on the Advisory Board and attend monthly meetings

The Coordinator will need to have been an SCBWI member for at least 6 months and be published in children's literature or Young Adult. The Coordinator must be able to work closely with the RA, IC, and other Coordinators (Social Media, Retreats, Newsletter, E&I Team, etc.) and also work independently. The Coordinator is encouraged to bring his/her/their voice to the position in keeping with the values and goals of SCBWI and SCBWI Nebraska.

Time Expectations: determined by the Coordinator and as defined by upcoming events.

Compensation: There aren't any paid positions on the Leadership Team (including the RAs), but we will provide you with a free membership for as long as you hold this position. Through their work, members of our Leadership Team gain access to professionals in the industry. Plus we are a fun, spirited group who enjoy helping others and growing in the process. The other members of the team are listed here: [Volunteers](#)

By signing the SCBWI Volunteer Agreement (sent via DocuSign), you agree to the terms of this position description for the duration of your term in this position.