



Muslim Americans in Public Service

Professional Development

BACKGROUND:

MAPS's mission is to support the career, workplace, and community development of Muslim American public servants and serve as a catalyst, resource, and force multiplier for the associations that represent and support them. MAPS aims to expand and harness the rich, collective contributions of Muslim Americans across public service sectors to build a more just and equitable United States.

SUMMARY OF ESSENTIAL DUTIES:

- Support Professional Development Director in building and operating the “MAPS Academy” platform for knowledge sharing and skill development and career support, and developing a network of current and former public sector and public service professionals willing to share knowledge and skills with members in specific webinars
- Support the objectives of MAPS and help develop resources/assets to share with the MAPS base and organize panels and events for professional opportunities

DESIRABLE QUALIFICATIONS:

- Independent worker who is eager to learn and will take initiative
- Experienced (current or retired) public servants or background in human resources preferred but may be replaced with proficiency or experience in event planning
- Desire to gain hands-on experience in supporting member and community skill and career development with MAPS leadership.

TIMING / HOURS:

- Immediately through August 2024 (flexible end date); 8 Hrs/Month
- Nontraditional hours are welcome (early morning, nights, and weekends)
- This will most often be remote, though there is a preference for in-person support around events

HOW TO APPLY:

- Email Resume/CV to **Sidrah Mirza**, Programs Director, at professionaldevelopment@mapsnational.org