



PKD Connect Ambassador Job Description

PKD Connect Ambassadors play a vital role in supporting the PKD Community in local areas across the United States and serve as the frontline for individuals new to the PKD Foundation. In this role, volunteers support their local PKD community and connect individuals to PKD Foundation programs and services as appropriate. In communities with Centers of Excellence (COE) or Partner Clinics, PKD Connect Ambassadors serve as a liaison with clinic staff and assist with planning education opportunities for their local community.

PKD Connect Ambassador Responsibilities:

- Participates in engagement opportunities with local Centers of Excellence / Partner Clinics if applicable
 - Facilitates educational opportunities in the local community utilizing clinic clinicians and researchers as local speakers
 - Communicate regularly with clinic staff contact.
- Connects individuals in the local PKD community to PKDF programs such as:
 - PKD Connect Peer Mentor program
 - ADPKD patient registry
- Maximizes the utilization of PKDF resources
 - Directs PKDF constituents to appropriate educational resources based on the constituent's relationship with PKD and their individual journey with PKD
- Informs individuals about PKDF offerings
- Shares PKDF fundraising opportunities
 - Walk for PKD
 - Fundraise Your Way
 - Local fundraising events
- Serves as a liaison to the Community Walk Ambassador
 - Assists with promoting the Walk for PKD locally
 - Understands volunteer opportunities associated with the local walk event
- Facilitates educational opportunities in the local community utilizing PKDF-provided education
 - Focuses on developing an action plan with constituents to encourage healthy, positive change
 - Emphasizes positive, action-oriented communication
- Assists groups of individuals through their PKD journey

- Engage with constituents
- Value each individual as a person
- Develop mutual trust and respect
- Maintain confidentiality
- Emphasizes positive, action-oriented communication
- Does not provide medical advice
- Does not provide crisis intervention

PKD Connect Ambassador Requirements:

- Participate in onboarding training sessions
- Participate in quarterly training sessions
- Communicate regularly with PKD Foundation staff lead
- Monitor email regularly
- Two-year commitment, approximately 3-6 hours per week
- Familiarity with Office 365 and Outlook email platform
- Reliable internet connection and smartphone or desktop access
- Access to reliable transportation

PKD Connect Ambassador Qualifications:

- Commitment to the mission of the PKD Foundation
- Strong verbal and written communication skills
- The ability to work well with others (PKDF staff, volunteers, constituents, etc.)
- Self-motivated
- Good time management skills
- Basic computer skills
- Excellent active listening skills