



## **LLS YouthLink Coordinator Role**

- Support the LLS Youth representatives where needed and ensure they are fully informed of their purposes and objectives in their roles.
  
- Coordinate LLS YouthLink representatives and report directly to the Outreach Program Manager keeping him/her fully informed regarding any major issues pertaining to LLS.
  
- Design, develop, and maintain the LLS YouthLink website with the IT Manager
  
- Organize and participate in LLS school events (i.e. Red Hat Day)
  
- Answer questions from the students about how LLS works and assist those who have any questions or concerns about life in Shanghai.
  
- Attend a regular monthly YouthLink Outreach meeting.
  
- Attend all five YouthLink Workshops.