



ARMY AUXILIARY ACTIVATION PROJECT

U.S. Army Auxiliary Activation Project

Position Description: State/Area Coordinator

Position Title:

State/Area Coordinator (Volunteer Leadership Position)

Organization:

U.S. Army Auxiliary Activation Project (USAAAP)
“Building America’s Auxiliary”

Position Type:

Volunteer (Unpaid) – Senior State-Level Leadership

Reports To:

National Director / National Headquarters (Provisional)

Supervises:

- Regional Coordinators (if established)
 - Local Unit Leaders / Detachment Coordinators
 - Functional Leads (Recruiting, Communications, Training, etc.)
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Position Summary



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The State/Area Coordinator serves as the senior representative of the U.S. Army Auxiliary Activation Project within their assigned state or territory. Although this individual is responsible for organizing, developing, and leading all state-level activities in support of the establishment of a federally authorized U.S. Army Auxiliary, it carries no command authority including no military rank..

The role focuses on **organizational development, public outreach, volunteer coordination, and legislative advocacy** to build a scalable, state-wide framework aligned with national objectives.

Appointment as a State/Area Coordinator does not automatically give the incumbent automatic membership or rank in the Army Auxiliary when it is created. When it is created, all members of the U.S. Army Activation Project will be required to apply for membership like anyone else.

Primary Duties and Responsibilities

1. Organizational Development

- Establish and grow a statewide network of volunteers and supporters
- Develop local units, detachments, or teams within the state
- Identify and mentor emerging leaders for subordinate roles
- Maintain an organizational structure aligned with national guidance

2. Recruitment and Retention

- Actively recruit qualified volunteers across multiple disciplines (medical, communications, logistics, etc.)
- Promote participation through community engagement and online platforms
- Maintain a roster of active participants and prospects

3. Legislative and Government Outreach

- Engage Members of Congress and U.S. Senators within the state
- Coordinate grassroots advocacy efforts supporting enabling legislation
- Build relationships with state officials, emergency management agencies, and partner organizations
- Represent the project in meetings, briefings, and public forums



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4. Public Affairs and Awareness

- Promote awareness of the Army Auxiliary concept through social media, events, and community outreach
- Support national messaging while tailoring efforts to state-level audiences
- Coordinate local presentations, briefings, and informational sessions

5. Coordination with National Leadership

- Provide regular updates to National Headquarters on state activities
- Execute national directives, campaigns, and initiatives
- Participate in national meetings, calls, and planning efforts

6. Preparedness and Mission Alignment

- Encourage participation in relevant training (e.g., FEMA ICS/NIMS, CERT, amateur radio, medical readiness)
- Promote a culture of readiness consistent with civil defense and national preparedness objectives
- Align all activities with the long-term mission of supporting national defense and community resilience

Authority and Scope

- Serves as the **official state-level representative** of the project
- Authorized to organize volunteers and establish provisional units within the state
- May appoint subordinate coordinators with approval or notification to National Headquarters
- Does **not** possess command authority in a military sense; operates within a volunteer organizational framework

Minimum Qualifications



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- Strong interest in national service, civil defense, or emergency preparedness
 - Demonstrated leadership experience (military, emergency services, healthcare, public safety, nonprofit, or equivalent)
 - Ability to organize, communicate, and lead volunteer teams
 - Professional demeanor when engaging with government officials and the public
 - Ability to work independently with minimal supervision
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Preferred Qualifications (Not Required)

- Prior military service or affiliation
 - Experience with CERT, FEMA ICS/NIMS, ARES/RACES, or similar programs
 - Background in healthcare, logistics, communications, or emergency management
 - Experience in legislative advocacy or public affairs
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Time Commitment

- Flexible; varies based on state activity level
 - Estimated average: **5–10 hours per week**, with increased activity during campaigns or events
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Term of Service

- Initial appointment: **Indefinite (Provisional)**
 - Subject to review based on performance, engagement, and organizational needs
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Performance Expectations

State Coordinators are expected to:

- Demonstrate consistent progress in building state-level structure
- Maintain regular communication with national leadership
- Actively support legislative outreach efforts
- Uphold the mission, professionalism, and public image of the organization



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Removal or Reassignment

A State Coordinator may be removed or reassigned by National Leadership for:

- Inactivity or failure to perform duties
 - Conduct inconsistent with organizational values
 - Misrepresentation of the organization
 - Organizational restructuring or strategic realignment
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Disclaimer

The U.S. Army Auxiliary Activation Project is a **grassroots advocacy initiative** and is not currently a federally authorized organization. All roles, titles, and structures are **provisional** and intended to support the development and eventual establishment of a congressionally authorized U.S. Army Auxiliary.

Application Process

Interested individuals may apply through the official application process (JotForm or designated platform). Selection is based on qualifications, leadership potential, and alignment with mission objectives.

Closing Statement

State Coordinators are the **foundation of the national effort** to establish the U.S. Army Auxiliary. Their leadership at the state level directly contributes to building a capable, organized, and credible auxiliary force prepared to support national defense and community resilience.