

About WCSI & the Function of the Regional Caritas Consortia

The **Watson Caring Science Institute (WCSI)** is a nonprofit organization dedicated to advancing Caring Science and supporting the nursing profession worldwide. Through education, research, partnerships, and community-building, WCSI fosters environments grounded in human caring, healing, and Caritas practices.

The **Regional Caritas Consortia (RCC)** are region-based gatherings of nurses, health professionals, and mission-aligned organizations committed to advancing Watson's Caring Science through shared learning, praxis, research, and leadership. In partnership with WCSI, each consortium sustains caring-healing communities, extends Dr. Jean Watson's work, and cultivates new scholarship and practice across its region, guided by Caritas principles and led by a Caritas Coach®, Caritas Leader®, or Watson Caring Science Scholar.

Job Description

WCSI is seeking a **Consortia Coordinator** to support the organization's Regional Caring Science Consortia. This role ensures smooth coordination, consistent communication, and accurate representation of consortia activities across WCSI platforms. The estimated time commitment for this **volunteer** role is **3–4 hours per month**.

Key responsibilities include:

- Serving as the primary WCSI point of contact for all Regional Caring Science Consortia.
- Ensuring consortia events, meetings, and updates are posted and maintained on the WCSI website and shared across all consortia groups.
- Attending consortia meetings when possible to provide support, continuity, and organizational presence.
- Managing Zoom meeting logistics, including registration links and participant email capture.
- Providing general guidance, coordination, and support to consortia leaders to maintain alignment with WCSI's mission and RCC principles.
- Supporting consistent communication and documentation across regional consortia.

Qualifications

- Strong organizational and coordination skills with attention to detail.
- Comfort attending virtual meetings and managing basic Zoom functions.
- Clear, professional communication skills with diverse stakeholders.
- Experience in administrative support, event coordination, or community engagement preferred.
- Familiarity with Caring Science or interest in WCSI's mission is a plus.
- Reliable, proactive, and able to maintain consistency with minimal monthly hours.

*Please email your resume and cover letter to **zoey@watsoncaringscience.org** for consideration.*