

JOB DESCRIPTION

Position: Community Transformation Organizer

Program: Promesa Boyle Heights

Status: Full-time, Non-Exempt

Compensation: \$22.00-\$26.00/hr. depending on experience

Hours: Monday – Friday, 9:00 AM to 5:30 PM, On-site

Reports to: Senior Coordinator of Community Transformation

ORGANIZATIONAL BACKGROUND

Proyecto Pastoral at Dolores Mission was founded in 1986 by community residents and the California Province of Jesuits. It has grown into a highly effective community - building organization. Proyecto Pastoral is committed to involving local community members in the planning, design and implementation of its programs. Proyecto Pastoral serves over 2,500 children, youth and families annually through its five programs. For more information, visit: www.proyectopastoral.org. Promesa Boyle Heights was founded by various community partners and is a collaborative of Proyecto's programs.

Promesa Boyle Heights

Promesa's mission is to improve conditions in Boyle Heights at the individual, school, and systems level by building a movement of partner organizations, students, and families collaborating to close the opportunity gap and strengthen support for students from cradle through college and career. For more information, visit:

www.promesaboyleheights.org.

Promesa Boyle Heights is a passionate collaborative of residents, youth, schools, local organizations and public/private institutions working together to realize a vision where:

1. Every individual has access to a range of supports in the home, in our schools, and in the community to foster school and life success;
2. Organizations are collaborating and closing the opportunity gap amongst the most marginalized and underserved populations in our community, and;
3. A powerful, resident-led collaborative is winning system-level policy changes that create a safer, healthier, and more stable Boyle Heights.

POSITION SUMMARY:

The Community Transformation Organizer (organizer) is responsible for recruiting 35 new supporters, engaging 20 activists, and developing 15 volunteer leaders who identify with and support the PBH campaign priorities. They help advance the direction of Promesa's Solution Teams in collaboration with parents, resident leaders, partners and other key stakeholders. The organizer also helps advance the direction of the 'Comite de Lideres' in collaboration with Promesa's resident leaders and the Community Transformation team. The organizer leads the execution of grassroots outreach plans to further the programmatic goals of the collaborative and leads the facilitation of campaign strategy.

Promesa Boyle Heights (PBH) is seeking a mission-driven individual who is passionate and committed to social and racial justice. The organizer is also responsible for supporting in the outreach, recruitment, leadership development, and coordination of grassroots campaigns related to advocacy areas within the other Community Transformation focus areas, which include the following: education justice (including youth organizing), English language learners, early learning, wellness, and healthy environments. The organizer will work with the Community Transformation team which

includes the Directors and other organizers, and will participate in organizing, alignment and strategy meetings to advance the mission and vision of Promesa.

KEY RESPONSIBILITIES

Leadership Development and Base Building

- Lead base building by recruiting and developing new contacts to engage parents and community members as supporters of the collaborative and/or our core partner efforts.
- Coordinate with Community-School and Community Transformation Teams to create and participate in opportunities to expand our base, meet new potential supporters, and generate new contacts to add to our database.
- Work with the team to identify, recruit and develop resident leaders and engage parents and supporters of the collaborative and/or our core partner efforts.
- Recruit and train participants and speakers for press conferences, hearings, and other events.
- Lead trainings on topics addressed by Comité de Líderes (resident leader committee): including immigration, education justice, English learner students, early learning, wellness and healthy environments.
- Engage Promesa's base of supporters in grassroots campaign activities (ex. school district meetings, community outreach, virtual convenings, etc.).

Campaign and Program Development

- Identify, recruit and train volunteers for the Boyle Heights' Rapid Response Network.
- Build and sustain the Boyle Heights Immigrant Rights Network and Immigration Solutions Team.
- Work in collaboration with other key partners in developing a vision for Wellness strategies in our identified schools in Boyle Heights, as well as support the promotora leadership development.
- Collaborate with Comité de Jóvenes (Youth Leadership Committee) to create intergenerational advocacy along with the Comité de Líderes, residents, youth and others on resident identified campaigns.
- In partnership with other Promesa's teams and key partners actively develop a campaign aimed to increase support to English Learners and College Access Advocacy
- Support with advocacy related to Promesa's parks, open space and healthy environments advocacy campaign.

Grassroot Advocacy

- Build and maintain working relationships with a wide-range of partners. These include residents, youth, schools, local organizations and public/private institutional leaders
- Build and maintain regular communication with the General Assembly, Steering Committee, and other Promesa BH Solutions Teams and Promesa team Committees.
- Build and maintain relationships with coalition partners and community schools in the Promesa network.
- Participate in key coalition and campaign-related meetings.
- Support the design and implementation of quantitative and qualitative evaluation and reporting tools

QUALIFICATIONS

Below are some of the minimum qualifications for this organizing position:

- A bachelor's degree is preferred; other comparable organizing work experience will be considered;

- Strong adaptive leadership abilities including an encouraging, motivating presence to help with conflict management, team building, goal-setting, prioritization and strategic planning;
- Able to work independently and as a member of a team;
- A minimum of 2 year of grassroots experience organizing, supporting different phases of a campaign, knowledge of organizing principles and coalition-building; other comparable organizing work experience will be considered;
- Commitment to social justice and community empowerment;
- Able to communicate well (verbal/written) in both English and Spanish;
- Must be computer literate and have experience working with Microsoft Office, data analysis software, and social media;
- Able to work flexible hours including evenings and some weekends;
- Able to exercise balanced judgment in evaluating situations and making decisions, and to handle difficult or confrontational situations in a calm, consistent, and equitable manner.
- Able to effectively represent Promesa BH interests in the community and maintain effective working relationships among co-workers, public, private, and professional groups.
- Awareness and established practices, tools, and supports to balance work and self-care;
- ****Must be a licensed driver with reliable transportation and ability to meet organization's minimum auto insurance requirements;**
- Interested in someone who can start immediately and is preferably looking for someone who can remain in the position for a total grant period of at least two years.
- **Physical Requirements:** While performing the duties of this job, the employee will be required to sit, talk, hear, and type- at times for extended periods of time. The employee will also occasionally be required to stand, walk, and drive. The employee will occasionally be required to lift and/or move up to 25 pounds.

COMPENSATION & BENEFITS

Excellent benefit package, including health, dental, vision, vacation, sick days, holidays and 401k plan (if eligible).

TO APPLY

Please submit the following:

1. Current resume;
2. Letter of interest;
3. Application questions (see below), and;
4. Three (3) references

These should be sent electronically to hr@proyectopastoral.org with the subject line: **Community Transformation Organizer**. Applications will be accepted until the position is filled. We encourage interested applicants to submit as soon as possible since we are aiming for the first round of interviews to begin soon.

Application Questions:

- 1) Why are you interested in working with the Promesa BH team, and in the Community Transformation Organizer role?
- 2) Please describe your organizing experience and any experience (if applicable) in supporting different phases of a campaign.
- 3) How do you define a 'leader' and how do you develop leadership in others?
- 4) Describe an example of when you handled a difficult or confrontational situation. What did you learn about yourself and others?



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<http://www.proyectopastoral.org>

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