

EL CENTRO de la RAZA

JOB SUMMARY

GENERAL INFORMATION

Position Title: ENVIRONMENTAL JUSTICE EDUCATOR AND ORGANIZER

Pay Status: Executive _____ Management _____ Staff X
Contract _____ Exempt X Non-Exempt _____

Pay Scale: \$57,000 - \$63,320/year commensurate with qualifications and related experience

Reports To: Environmental Justice Coordinator

Date Summary Established: 12/20

Last Revision Date: 12/20

Written By: Environmental Justice Coordinator

Approved By: Executive Director

VALUES STATEMENT

El Centro de la Raza is a voice and a hub for Seattle and Martin Luther King, Jr. County's Latino community as we advocate on behalf of our people and work to achieve social justice. Through our comprehensive programs and services, we empower members of the Latino community as fully participating members of society. We also work to raise awareness with the public, and government, business and civic leaders about the needs of the Chicano/Latino community in the United States. El Centro de la Raza is an equal opportunity employer.

POSITION SUMMARY

The Environmental Justice Educator and Organizer is responsible for educating, empowering and developing the capacity of community members around relevant environmental justice issues in the Beacon Hill area. This position works primarily with residents of Plaza Maestas and the El Patio apartment complex. The position reports to the Environmental Justice (EJ) Coordinator integrated planning, implementation and evaluation of activities to accomplish the Beacon Hill Air & Noise Community Action Plan (CAP) elements.

ESSENTIAL FUNCTIONS

Outreach, Education and Organizing (~80%)

- Coordinate, organize, educate and develop capacity with a core group of Latino residents who reside at Plaza Maestas and the El Patio apartments to understand air and noise and other environmental justice issues. This will also include youth who live on Beacon Hill and youth from Cleveland High with the intention that residents and youth can advocate effectively for improvements in their environment.
- Develop community members and youth to attend presentations and build capacity for effective participation in advocating for their needs and priorities at the city, county, regional and state levels.

- Develop and implement hard copy print, web and social media tools for communication, training and empowerment purposes.
- Review existing curriculum, develop new curriculum and provide trainings to raise awareness among Beacon Hill residents concerning the land and airplane air and noise pollutions' negative impacts and build local capacity in the community to address these impacts.
- Coordinate outreach and promotion of presentations and events utilizing linguistically and culturally appropriate newspapers, radio, social media, as well as affinity groups and churches.

Leadership and Management (~20%)

- Provide leadership to the steering committee, community meetings, communication materials, partnership development, mitigation activities, advocacy efforts and additional fundraising.
- Manage overall community efforts, develop and supervise CAP-related work-plans, coordinate advocacy opportunities, communication, partnerships and coordinate with stakeholders to ensure ongoing progress of the CAP implementation.
- Coordinate Steering Committee quarterly activities for CAP prioritization, support and accountability purposes.
- Conduct annual planning with the EJ Coordinator goals, objectives, strategies, tactics and work plan to implement prioritized CAP elements.
- Grow, develop and expand partnerships to accomplish CAP elements.
- Build local environmental resilience by pursuing mitigation efforts such as planting new trees. Work collaboratively with community members to acquire, plant, and provide collective care for new trees. Coordinate with internal staff to obtain funding through relevant grants.
- Perform other duties and responsibilities as assigned

MEASURABLE STANDARDS

- Commitment to mission, respect for the work of our nonprofit partners, commitment to providing exemplary service to our clients.
- Ability to work collaboratively and effectively with internal and external staff.
- Exercises problem solving, skillful organizing and multi-tasking.
- Demonstrates ability to maintain composure and work effectively in stressful situations.
- Ability to work cooperatively in a high-volume, fast-paced environment, and work well under pressure.
- Must be able to work in a multi-cultural/multi-ethnic environment.
- Must be able to maintain confidences and handle highly confidential materials.
- Must perform in a professional manner at all times.

JOB QUALIFICATIONS

Essential minimum skills, education, and experience:

- Bachelor's degree
- Bilingual Spanish/English both written and oral fluency.

- Five years of work experience in a nonprofit or community organizing setting.
- Knowledge of environmental and/or climate justice issues.
- Two years of experience in anti-racist or equity organizing/advocacy, paid or unpaid.
- Experience in presentations and facilitating groups.
- Must be effective in conflict resolution.
- Strong computer skills in Microsoft Word, PowerPoint, Excel.
- Must possess strong written and oral communication & coordination skills.
- Must possess web and social media experience.
- Ability to maintain a sense of priorities, meet deadlines and the capacity to coordinate multiple tasks.
- Must be available evenings and weekends for community activities.
- Maintains a valid driver's license or ability to go to field sites.
- Proof of insurability.

Additional Preferred Qualifications:

- Strong anti-racist and equity background in health, environmental and/or climate justice.
- Environmental science or health degree

WORKING CONDITIONS/ENVIRONMENT

Works in a general office environment and workshop locations at a minimum of 40 hours per week. Some flex scheduling required for attendance at meetings and other events. Requires local travel for presentations, meetings, and workshop locations.

NOTES AND SPECIAL REQUIREMENTS

This position requires a background check. The above duties or working procedures describe the chief function of the job and are not considered to be a detailed description of every duty of the job. Requires a 6-month probationary period.

BENEFITS

This position is eligible for El Centro de la Raza's full benefit package including medical/dental/life insurance coverage, 401(k) plan, paid vacation and sick leave, and eight paid holidays. In addition to these paid holidays, El Centro gives additional paid time off (up to 5 days) during the last week of December for qualified employees. El Centro employees also benefit from ongoing professional development opportunities.

APPLICATION PROCESS

Please send a cover letter and resume. The cover letter should outline your 1) interest in the position, 2) relevant qualifications and 3) how you see this fitting your career and life. Please send to Shannon Armstrong at sarmstrong@elcentrodelaraza.org, or stop by El Centro de la

Raza at 2524 16th Ave S, Seattle, WA 98144, to drop off a resume and cover letter. If you have questions, please call 206.957.4626.

ENVIRONMENTAL JUSTICE EDUCATOR AND ORGANIZER