



PURPOSE

The West Side Community Organizations (WSCO) is seeking a full-time, Community Organizer, with a minimum of 2 years organizing experience. This position will include base building work within cultural communities and grassroots leadership. WSCO is seeking a motivated candidate to join our neighborhood team who shares our passion and commitment to racial, social, environmental and economic justice.

RESPONSIBILITIES

Outreach & Engagement & Relationship Building (60%)

- Organize West Side residents around specific issues as identified in WSCO strategic plan and annual plans. (vetted and co-created in community)
- Engage underserved residents and businesses, solicit ideas, cultivate leaders, and develop community-led campaigns and outcomes.
- Participate in relevant community meetings to network and build strategic alliances and coalitions with other community-based entities to represent the West Side and WSCO.
- Organize campaigns to build collective power for action.
- Promote, and engage residents and leaders in all aspects of the organizations work.
- Participate in peer networking and relationship building.
- Ensure that the diversity of ethnicities, cultures, genders, religions, sexual orientations, spiritualities, nationalities, life opportunities and socioeconomic factors of the West Side are well-represented in agency activities, committees, community forums and planning/decision-making processes.
- Participate in events and fundraising activities.

Research & Planning (20%)

- Conduct issue research; identify emerging community issues and needs and community strengths
- Generate written documentation of activities, research, policy positions, etc. per long-range strategic plan and annual work plan.
- Participate in program development with Executive Director and other staff/committee members.
- Research and establish connections with resource providers to share with the community.
- Be accountable to co-created goals, prepare bi-weekly organizer report.

Administrative (20%)

- When necessary assist with miscellaneous administrative tasks including Nation Builder entry, assist in providing dual language content for communications, filling out timesheets, printing, copying, etc.
- Other duties as assigned.

SKILLS & ABILITIES

- Experience in—and an understanding of—community organizing, with peoples from diverse cultural and socioeconomic groups.
- Demonstrated experience working with communities of color.
- Knowledge and understanding of West Side geography and history.
- Computer proficiency and familiarity with Microsoft Office products.
- Able to lift 40 pounds, use stairs and walk/work in a variety of weather conditions
- Excellent written, verbal, and interpersonal communication skills.
- Bi-lingual in Spanish, Hmong, or Somali strongly preferred but not required.

PROFESSIONAL BACKGROUND

- Minimum of 2 years of community organizing experience preferred.
- Demonstrated knowledge of issues relating to environmental issues, racial & social justice, or land use and planning preferred.
- Associate or Bachelor's degree with less experience will be considered.

MINDSET & PERSONALITY

- We are looking for someone who takes initiative, anticipates needs, and gets things done consistently on time. Self-starter and self-manager:
- Responsive: We are committed to a high level of responsiveness both within our organization and community.
- Positive attitude: Our ideal candidate has a can-do spirit, is fun to be around, and does not cause dissention, make excuses, or gossip.
- Grace and poise under pressure: At WSCO, there are times when things get intense. We pride ourselves on being able to function at a high level even when things get busy by working together as a team and communicating effectively.
- Commitment: The West Side Community Organization (WSCO) powers the people of the West Side to work together to create a vibrant neighborhood for all.

REPORTS TO

The Community Organizer reports to the WSCO Executive Director

COMPENSATION

Salary for this position is dependent upon qualifications. Paid holidays, vacation, and a taxable health care stipend provided.

APPLICATION INSTRUCTIONS

Send resume and cover letter to Leahs@wSCO.org by April 15th, 2019