



## Job Description

**Title:** Community Organizer

**Organization:** Community Water Center

**Location:** Based in Visalia, CA; serving communities in the San Joaquin Valley

The Community Water Center (CWC) acts as a catalyst for community-driven water solutions through organizing, education, and advocacy. We seek to build and enhance leadership capacity and local community power around water issues, create a statewide movement for water justice alongside low-income communities and communities of color who do not have access to safe, clean and affordable water. CWC's vision is for all communities to have access to safe, clean, and affordable water. Community Water Center also currently has offices in Watsonville and Sacramento.

The Center employs three primary strategies in order to accomplish our goals:

- Educate, organize, and provide capacity building assistance to low-income communities and communities of color facing local water challenges.
- Advocate for systemic change to address the root causes of unsafe drinking water.
- Serve as a resource for information and expertise on community water challenges.

At CWC, we believe that safe, clean, and affordable water is a human right, not a privilege. Our organizing and advocacy work, community collaborations, and organizational culture all reflect a concern for equity, mutual respect, appreciation for diversity, and environmental and social justice. We are looking for candidates who share our values, who bring a willingness to contribute to our mission and to the growth of a new organization, and who are open to developing their skills.

### Position Description

The Community Organizer position is a regular, full-time, exempt employee position that will be primarily responsible for conducting CWC's organizing and base-building work in communities in the San Joaquin Valley. All employees at CWC are "at will." This position will report directly to the CWC Director of Organizing, Erica Fernandez and will work closely with other CWC staff, community partners and allies.

### Major Responsibilities

Organizing and Base-Building:

- Engage, train, and support local community leaders and advocates from low-income communities and communities of color throughout the San Joaquin Valley and surrounding areas as part of CWC's local-, regional- and state-level organizing and advocacy campaigns.
- Support CWC's outreach and organizing efforts, including, as needed, making phone calls to community members, sending out texts and emails, making event reminder calls, updating CWC's contacts database, assisting with meeting coordination and logistics, and assisting with translation/interpretation.
- Educate, engage and support community residents to take an active role in the implementation of the Safe and Affordable Drinking Water Fund including advocacy and local project development.
- Lead and coordinate community engagement planning, logistics, and outreach for community advocacy activities.
- Coordinate community meetings and activities, including developing meeting agendas, facilitating meetings, outreach and follow-up work with community partners.
- Support press conferences, media requests and other public events to publicize community drinking water issues and promote specific campaign objectives.
- Support AGUA Coalition coordination and movement building strategies.
- Build community relationships, alliances, and coalitions to move campaigns.
- Support the work of Community Water Center's sister organization, Community Water Center Action Fund, which is a 501(c)(4) non-profit organization formed to ensure that all communities have access to safe, clean and affordable drinking water through organizing, advocacy, and political engagement. Activities may include integrated voter engagement, voter education, voter turnout efforts, voter data tracking and management, candidate recruitment and training, and candidate forums.

#### General Duties:

Foster an environment that promotes trust and cooperation amongst CWC staff, community members, and affiliate organizations.

- Actively participate in program strategy, planning, tracking and reporting, and staff meetings.
- Actively participate in CWC fund development activities, such as donor drives, online appeals, and other events.
- Provide general administrative and program support.
- Other duties as assigned by the Executive Director.

*Note: Nothing in this job description restricts management's right to assign or reassign duties and responsibilities to this job at any time.*

#### **Required Qualifications and Skills:**

- Strong passion for and commitment to social and environmental justice.
- Experience working with low-income communities and/or communities of color.

- Strong interpersonal verbal communication and writing skills, with sensitivity to appropriate delivery depending on target and audience.
- Strong interpersonal communication skills via various methods (ie in-person, telephone, email, video conferencing, and in writing)
- Outstanding organizational skills.
- Ability to work both independently and collaboratively.
- Ability to work in a fast-paced environment and meet deadlines.
- Ability to juggle multiple tasks and responsibilities, while remaining focused on overarching goals.
- Ability to work with and inspire diverse communities and age groups.
- Creative and comprehensive problem solving skills.
- Ability to think strategically and understand how individual campaigns and projects fit into CWC's overall model of change
- Ability to accept praise and critical feedback – the ideal candidate would value self-improvement and seek evaluation.
- Flexible schedule – willing and able to work weekends and attend night meetings and attend out-of-town events, activities and meetings as needed.
- Proficient with basic computer skills including, at minimum: Microsoft Office, Google Apps, and ability to troubleshoot basic software and computer equipment problems.
- Fluent in Spanish (oral and written).
- Valid CA driver's license.

### **Preferred Qualifications**

- Understanding of and fluency in digital organizing tools and software, including online, mobile, social media, and text platforms.
- Experience working with database software, preferably NationBuilder, Political Data, Inc (PDI)
- Experience with, or knowledge of, water and environmental issues and/or community development.
- Knowledge of political landscape in California.

**Starting Date:** Open until filled

**Salary:** \$50k and competitive depending on experience.

### **Application:**

To apply, email resume and cover letter to: [christina.marquez@communitywatercenter.org](mailto:christina.marquez@communitywatercenter.org)

### **Benefits:**

We offer a comprehensive compensation and benefits package which includes: medical, dental, and vision insurance; generous vacation, family, and sick leave, and holiday policies; a flexible work schedule; professional development opportunities and more. (Benefits guidelines and eligibility vary based on tenure and employment status, among other factors.) We also provide

contributions to employees' SEP-IRA after a two-year tenure.

***Community Water Center is committed to providing equal opportunity to qualified job applicants and employees and does not discriminate on the basis of race, religious creed, color, national origin, ancestry, physical disability (including pregnancy), mental disability, medical condition, marital status, sex, age, sexual orientation, citizenship, military service status or any other characteristic protected by applicable federal, state or local law.***

To learn more about the Community Water Center and our programs, visit our website at [www.communitywatercenter.org](http://www.communitywatercenter.org)