

## **Community Organizer, Corcoran Neighborhood Organization (CNO)**

Job Posted March 2016. Open until filled.

### **Organization Overview:**

Mission: We unite neighbors to strengthen our community. We envision Corcoran as a place that fosters leadership, engagement, and a sense of belonging.

Who we serve: Learn more about our diverse, mixed-income neighborhood at [MN Compass](#).

History and role: CNO was established in 1975 around a grassroots effort to establish Corcoran Park on the site of a closed school. Building on this victory, CNO has continued to unite and equip neighbors to improve and protect the neighborhood. CNO is a non-partisan information source and convener of community deliberation, leadership development, and citizen action on issues that impact our geography, residents, businesses, and community assets.

CNO strives to be resident-led, effective, inclusive, resourceful and innovative, and highly collaborative – we work with partners in the housing justice, community development, real estate, government, and other sectors. Before submitting an application, please learn more about our history, purpose and current initiatives at [www.corcoranneighborhood.org](http://www.corcoranneighborhood.org).

### **Required qualifications:**

1. Experience leading community organizing work and grassroots leadership development. Commitment to social justice.
2. Extremely strong verbal and written communication skills; ability to communicate effectively and positively with a diverse range of people and partners.
3. Strong organizational and management skills.
4. Ability to work in an ever-changing and sometimes chaotic environment both independently and as part of a team.

### **Desired qualifications:**

1. Strong verbal and written Spanish language skills.
2. Experience with built environment work including rental housing, land use & development, public open space, and public infrastructure issues.
3. Experience working with government agencies and private sector interests such as developers and landlords.
4. Experience with place-based work and organizations.
5. Experience gathering and using research data to define and frame problems and solutions.
6. Conversant in Microsoft Office, NationBuilder, Adobe InDesign, and various social media platforms.
7. Bachelor's Degree.

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**Example of Job Duties:**

1. Develop relationships and leadership, and help resident-leaders organize and engage with the CNO Board and outside decision makers to support their objectives. Issues, based in our local geography, could include:
  - a. Concerns or improvements related to rental housing. Collaborate across geographies for policy and systems change with the Minneapolis Renters Coalition.
  - b. Concerns or improvements related to public transit or public infrastructure.
  - c. Concerns or improvements related to parks, recreation, and public spaces.
  - d. New housing or commercial development especially along East Lake Street.
  - e. Concerns about safety and walkability; helping apartment and block clubs get organized.
  - f. New community concerns in the neighborhood.
2. Plan and execute events, meetings, and gatherings that support new involvement, leadership development and CNO initiatives.
3. Staff CNO's Communications Committee and coordinate production of the monthly Corcoran News newspaper.
4. Run CNO's website, social media, and database.
5. Write or assist grant proposals to support general operating and project work.

**Hours:** Full-time position requiring 40 hours per week. Evening and occasional weekend hours required.

**Compensation:** \$35,000-\$40,000/year depending on experience, plus Health and Dental, matching retirement plan, and paid time off.

**To Apply:**

Send a resume along with a 1-page cover letter or e-mail explaining your qualifications to:

[hire@corcoranneighborhood.org](mailto:hire@corcoranneighborhood.org). Applicants will receive confirmation their materials were received; we will get in touch if we would like to set up an interview. No calls, please.