



NORTHWEST CENTER FOR ALTERNATIVES TO PESTICIDES

NCAP Job Announcement

HEALTHY PEOPLE AND COMMUNITIES BILINGUAL PROGRAM MANAGER

Updated November, 2021

Founded in 1977, NCAP works to protect community and environmental health from the detrimental effects of pesticides through research, education and advocacy. NCAP understands that both pests and pesticides are a problem. We help people become more pest-aware and to learn to deal with pests and weeds in ways that avoid the use of pesticides that harm our health, wildlife, soil, water, and the air we breathe.

Position Description:

This position is a bilingual (Spanish and English) position located in Oregon or Washington, east of the Cascade mountains. The Program Manager will plan, implement and evaluate community health projects, with a focus on farm worker communities. The Program Manager will communicate and write about our work in ways compelling to the public, and grow NCAP's capacity to work within the Latino/a/x and Hispanic community in our region.

Program responsibilities will include: expanding NCAP's alternatives to pesticides work where people live, learn, work and play; lead campaigns to protect workers from pesticide exposure, and continue current projects to protect residential households from pesticide harms. The Program Manager will also lead community organizing and engagement efforts to build the Healthy People and Communities program, travel and speak throughout the region as needed; help coordinate media outreach and communications related to the program; and share in organizational fundraising and governance through grant writing and participation in board committees.

Compensation: \$21.25 an hour, 30 hours per week.

More hours may become available as interest and funding allows.

QUALIFICATIONS & EXPERIENCE

- At least two years experience working in a similar field of outreach with connections in the community.
 - Community organizing and event planning
 - Educator, comfortable with presenting to a group of people in Spanish
 - Public health, community health work, and/or promotion of personal and workplace health and safety
 - Knowledge of pesticides and effects on environment and human health

- Outstanding verbal and written communication skills in English and Spanish
- Computer proficiency with standard applications in the MS Office Suite (Word, Excel), ability to use Macintosh computers and the Google Suite.
- Self-motivated with strong interpersonal skills and commitment to working collaboratively with staff and partners
- Detail-oriented and well-organized, dependable, ability to manage multiple projects, set priorities and meet deadlines
- Ability to travel to events within our region, including some nights and weekends.
- Driver's license is required but a rental car is provided for work related travel as needed.

Working Conditions:

The Healthy People & Communities Bilingual Program Manager will work from a home office in either Oregon or Washington, east of the Cascade mountains. The Program Manager will perform duties in an office setting with occasional time at community events. We provide a computer and other equipment for a home office. NCAP provides \$150 per month of additional taxable income to cover use of a home office, along with reimbursing a percentage of cell phone and internet costs related to work use. Work hours are flexible.

Benefits:

NCAP offers 12 floating holidays as well as sick leave and vacation. After successfully completing a 45-day introductory period, you will be eligible to sign up for permanent benefits including health insurance, or a health insurance stipend for those opting out of NCAP's plan, and dental insurance. NCAP contributes two-percent of gross wages to a Simple IRA for retirement.

To apply, send a cover letter, resume or CV and three references to Dominica Navarro, Co-Director, jobs@pesticide.org. Application period open until filled.

****All applicants who are chosen for an interview will receive a \$100 stipend to compensate for the time and energy involved in applying.****

NCAP continually strives to build NCAP as an equitable, antiracist and multicultural organization where differences are seen as assets. We strongly encourage applications from women, people of color, members identifying with the LGBTQ community, individuals with disabilities, people who have been directly impacted by pesticides, and other underrepresented groups as well as covered veterans. NCAP does not discriminate based on race, color, religion, sex (including pregnancy), gender identity, sexual orientation, national origin, age, disability or genetic information.