Title: Community Organizer

Start Date: July 1, 2017

Department(s): To support, implement and recruit for The Wall Las Memorias Project (TWLMP) in the Lesbian, Gay, Bisexual, Transgender, Questioning, Intersex, and 2-Spirit (LGBTQI2-S) Transition Age Youth (TAY) Prevention Services Program, providing Prevention and Early Intervention (PEI) services to LGBTQI2-S TAY, ages 16-25 in the Metro and South Los Angeles areas of Los Angeles County.

Office Location: 5619 Monte Vista Street, Los Angeles, CA 90042 (and soon to be determined location in Downtown Los Angeles)

Hours: Full-Time (40 hours a week), Monday-Friday 9 am-6 pm (some nights and weekends required)

Salary: $35,000

Opportunity: To work for highly acclaimed organization which constructed the nation's only publicly funded AIDS monument and utilizes a community-based organization model to address social justice issues and providing health education and wellness prevention programs such as substance abuse, HIV/AIDS, Hep-C, and mental health.

Description: The Community Organizer reports to the Executive Director and Programs Director. Assist in the implementation of all prevention, education, and service programs. Responsible for oversight of daily operations including implementation of approve work plans; ensuring compliance; responsible for completing and maintaining monthly programs reports and record keeping; and maintaining compliance with data entry. Develop and evaluation community-based environmental prevention programs and services.

Participate in the assessment, capacity, planning, implementation, advocacy, and evaluation process. Engage and organize community members, businesses, and community; implement evidence-based strategies and prevention concepts for addressing community problems and contributing factors.

Objective Goals and Service/Activities: Outreach and recruitment to LGBTQI2-S TAY community members in Service Areas 4 (Metro) and 6 (South Los Angeles); recruit individuals for the agency and program activities; assist in developing outreach plans; conduct community presentations and workshops; conduct LGBTQI2-S TAY focus groups and Peer/Family/Caregiver support groups; support the development of a community toolkit by administering community and LGBTQI2-S TAY peer surveys, conduct follow-up contacts with survey, focus group, and support group participants.

Assist and organize in agency yearly events and develop tailored marketing material. Cultivate positive relationship with other community agencies, LGBTQ groups, clinics, law enforcement departments, parents, elected officials, retail outlets (businesses), community of faith, and other community based organizations for the purpose of raising awareness in the community about TWLMP mission and to build collaborative service networks. Responsible for any other assignments provided by the Executive Director and the Program Director.

Minimum Qualifications:

- Two (2) years' experience providing health related prevention services prior to employment
- A minimum of 2 years of experience in non-profit setting or prevention work
- Must be culturally competent in working with individuals from the Asian/Asian Pacific Islander community being served
- Knowledge of LGBTQI2-S issues affecting the community
- Excellent organizational, verbal, written, and public speaking skills
- Good understanding of the wellness and healthcare needs of LGBTQI2-S people of color
- Ability to work well with diverse populations and stakeholders
- Experience developing, providing, and/or evaluating community-based environmental prevention programs/services
- Experience engaging and/or organizing community members, businesses, and community leaders in the implementation and adoption of a community and/or population based effort
- Ability to implement evidence-based strategies and prevention concepts
- Competency to work with the various ethnic/cultural groups in the target area/community
- Bicultural and Bilingual in English and community/cultural language designated above

Requirements:

- Possession of a California Driver's License
- Possession of automobile liability insurance
- Live Scan will be requested upon employment
- Must have reliable transportation
- Must submit one (1) writing sample