



## JOB ANNOUNCEMENT: Youth ORGANIZER

Coleman Advocates for Children & Youth is seeking a passionate and experienced Youth Organizer committed to building the power of students and families of color in San Francisco, and winning member-led racial and economic justice campaigns that create real change in our schools and communities. The ideal candidate for this position has experience in youth development as well as grassroots and/or labor organizing and is able to effectively communicate and build relationships with young people from diverse communities. S/he must be committed to the low-income and working class youth and parent leaders of color who make up our membership base, and also have an understanding of the living and organizing conditions in the city's African American, Latino and Pacific Islander communities. We are seeking a Youth Organizer who shares our progressive values and who is interested in building and developing strategies to strengthen our member-led organizing efforts. This person will be responsible for helping to oversee our Youth Making a Change program, including school-based organizing, base-building and campaign work, as well as training, mentoring, and supporting our YMAC youth leaders.

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Start Dates:	ASAP
Salary Range:	\$43,000 to \$48,000
Reports to:	Lead Organizer
Benefits:	Medical, dental, vision, and other benefits
Location:	459 Vienna Street, San Francisco, CA 94112

<b>Application procedure:</b>	<b>Email cover letter, resume, and 3 references to:</b> <a href="mailto:info@colemanadvocates.org">info@colemanadvocates.org</a> Attn: Sara Leaverton
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<b>Deadline:</b>	<b>March 15, 2019</b>
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***Coleman Advocates for Children and Youth:*** We are a member-led, multi-racial community organization working to create a city of hope, justice and opportunity for all children and all families in San Francisco. We organize poor and working class young people and families of color – primarily African American, Latino, and Pacific Islander– to build their power in their schools, communities and in their own lives. For more than 4 decades, Coleman Advocates has waged winning campaigns and created long-term change through policy advocacy, grassroots organizing, youth and parent leadership development, and strategic electoral work. We are working to halt the displacement of working families and families of color from San Francisco, increase educational and economic opportunities for low-income families, and ensure all children's right to a secure future in their own city.

## **PRIMARY RESPONSIBILITIES:**

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- Conduct contact work: outreach, one to one's, phone banking and follow up
- Supervise, train and monitor our team of leaders
- Recruit and retain youth members through building relationships
- Track, develop and evaluate youth members
- Conduct school-based organizing and campaign plans; support campaign strategy development; and support the evaluation the development and outcomes of campaigns
- Support Coleman's education and electoral justice campaigns and youth and parent organizing
- Support member participation in external actions and mobilizations
- Facilitate political education and skills training workshops
- Coordinate member participation in external actions and mobilizations
- Participate and represent Coleman in alliance building activities
- This position may also include spending time on organization-wide (such as electoral campaigns and fundraising tasks as determined by organizational priorities and your supervisor.
- Regularly document activities and maintain a database of members and alumni

## **Primary qualifications - we are seeking experienced youth organizers:**

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- A minimum of 2 years experience as an organizer in a membership organization, ideally with direct parent or youth and/or organizing experience in low income communities.
- Or these alternatives: 1) a combination of community organizing & leadership development, advocacy or direct services experience; 2) a combination of leadership development, direct services or advocacy experience with low income people of color and progressive/social justice activism experience.
- At least 1 year of experience supporting youth of color's leadership -- either as staff or as a highly responsible volunteer.
- Passion for social justice and improving the lives of low income and working class families of color.
- Flexible schedule that includes willingness to attend night and weekend activities
- Highly organized; able to achieve goals in multiple work areas within established timelines.
- Ability to problem solve and initiate solutions
- Excellent attention to detail, follow-through, and project management skills
- Strong oral and written communication skills
- Strong computer skills that includes documentation and data entry
- Self-motivated and well organized, with a demonstrated record of successfully achieving goals and being accountable to results

## **Preferred (but not required) skills, qualities and experience:**

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- Case management experience
- Experience in developing campaign plans, curriculum for trainings, facilitating workshops and creating strategic plans
- Knowledge of education policy/school reform issues from a racial justice perspective
- Owns/has access to a car with insurance
- Is from or has deep knowledge of San Francisco's Black, Latino and Pacific Islander communities
- Computer skills in Word, Excel and Googles
- College degree
- A sense of humor

**We are an affirmative action employer. People of color, current and former YMAC and PMAC members, and applicants with a deep understanding of San Francisco's unique history and politics, are strongly encouraged to apply.**

It is the policy of Coleman Advocates to provide equal employment opportunity to all employees and applicants for employment without regard to race, color, creed, religion, sex, national origin, ancestry, citizenship status, age, marital status, sexual orientation, physical or mental disability, veteran status, liability for service in the Armed Forces of the United States or any other classification prohibited by applicable law. Coleman works to ensure fair treatment of applicants and employees and actively enforces policies against discrimination and sexual harassment.