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**Mission:** *To offer resources for building healthy relationships and to work with community partners to provide services for healing the effects of interpersonal violence.*

**Vision:** *A community unified in peace and justice for the safety and well-being of every individual.*



**TITLE:** **COMMUNITY ORGANIZER (ADULT)**

**GENERAL** Join a passionate, dynamic team dedicated to eliminating all forms of power-based

**DESCRIPTION:** personal violence, promoting peace, justice, freedom, and dignity for all. The ideal candidate is a warm, self-starter deeply committed to providing services from a strengths-based, social justice and anti-oppression framework.

# JOB DESCRIPTION: This position works with adults and community in implementing the Close to Home community-based program. It also acts as Program Advocate as needed.

**SALARY:** $17/hour ($16 prior to Crisis Intervention Training)

**SUPERVISOR:** Prevention Coordinator

**STATUS:** Non-Exempt, full-time, 40 hours per week

**BENEFITS:** Benefits include paid sick, holidays, vacation, IRA with employer match & medical insurance (health, vision, dental)

**QUALIFICATIONS:**

* Have a reliable means of transportation, valid driver's license and insurance. Must be willing to provide transportation to clients in personal vehicle.
* Must pass Live Scan.
* Must have a reliable means of communication at your home (landline or mobile with cell service)
* Bachelor degree in social services field preferred or equivalent experience.
* Must have Crisis Intervention Training certification, or be able to successfully complete state required training within one year of employment. (Training can be provided by CBV)
* Fluency in speaking and writing English; bilingual are encouraged to apply.
* Ability to respond to a crisis line call out within 30 minutes.
* Knowledge of Nevada County and community organizations preferred.
* Knowledge of and ability to network with community resources and to build community relationships.
* Experience building team capacity through event planning.
* Experienced with public speaking, group facilitation, and working with diverse collaborative partnerships.
* Experienced or familiar with the concepts of community organizing.

**SKILLS AND KNOWLEDGE OF ALL AGENCY POSITIONS:**

* Must abide by the Employee Manual and Community Beyond Violence (CBV) Policies and Procedures and adhere to CBV competency, ethical standards, values and mission.
* Open and willing to work through change in the workplace.
* Must embrace principles of trauma informed care and commit to on-going personal growth.
* Adhere to the philosophy that Clients are an expert in their own healing and all participation in services are voluntary.
* On-going training in power-based personal violence and related fields required.
* Handle multiple tasks, manage time, evaluate progress, adjust activities to complete tasks within established time frames, and produce high quality work.
* Communicate with the public and community agencies.
* Work both independently as well as collaboratively with team members.
* Communicate sensitively and without judgment and abide by agency confidentiality policy.
* Use good judgment to take responsibility for decisions made.
* Be flexible with work hours.
* Possess emotional maturity and stability, role model non-violent behavior in resolving conflicts, and exercise appropriate boundaries.
* Accept and work with people from diverse personal and cultural backgrounds.

**DUTIES AND RESPONSIBILITIES:**

**Roles and Responsibilities of Community Organizer:**

1. **Close to Home- C2H** (funded through CA Department of Public Health- CDPH)

* Attend all required CDPH webinars, technical assistance calls and meetings.
* Coordinate and conduct regular community meetings, trainings, and forums.
* Job responsibilities require working outside normal business hours on a regular basis.
* Function as part of a team of collaborators that shares strengths and maintains consistent standards in the fields of community organizing and mobilization, community development, domestic and sexual violence services and prevention and teen dating violence services and prevention.
* Develop program goals, objectives, and activities using the Close to Home approach (philosophy, principles, four phases of implementation) and the California Department of Public Health contracted Scope of Work and Implementation Work Plan.
* Identify and collaborate with community members and local groups such as community-based organizations, human services providers, grassroots groups, and city/state agencies in active relationship building and continuous recruitment for project involvement and partnership.
* Coordinate and conduct regular community meetings, trainings, and forums.
* Contribute toward the preparation of grant proposals and reports.
* Facilitate community participation, leadership and ownership in collective decision-making processes.
* Work with community members to identify issues that are realistic, with attainable goals, and that promote wider community involvement.
* Conduct continuous and consistent evaluation activities to gauge the success of program efforts using the Close to Home assessment methods and evaluation toolkit provided by the CA Department of Public Health.
* Work well with members of internal teams toward the advancement of the organizational vision, mission, and values.
* Assist in the ongoing creation and maintenance of educational and promotional materials.
* Work alongside agency Outreach Department to coordinate C2H outreach, website, newsletter, promotional materials, social media presence, and media exposure.

1. **Other Prevention Programs** (funded through CA Office of Emergency Services- CalOES)

* Provide presentations, trainings, forums to schools, classes, groups of youth and/or other community organizations as requested.
* Help raise awareness in the schools and community for the need for comprehensive prevention programs, including primary prevention programs and activities.
* Assist with awareness activities for Teen Dating Violence Month, Domestic Violence and Sexual Assault Awareness Months.

**Roles and Responsibilities of Program Advocate:**

1. **Crisis Intervention** (funded through CA Office of Emergency Services- CalOES)

* Provide Advocacy and counseling to students.
* Occasionally Community Organizers may need to provide advocacy and counseling via Crisis Line or to walk-in Clients, providing a warm hand-off to other Advocates at the Client Services Center.
* Participate in rotating on-call Crisis Line shifts, responding to call-outs by law enforcement and hospital as requested.
* Record statistical data and services on demographics and enter into client database.
* Participate in weekly advocate or staff meetings.

**PHYSICAL REQUIREMENTS:**

This position requires the ability to use hands in a semi-repetitive motion frequently. The employee sits frequently and stands/walks intermittently. Must be able to lift and carry objects up to 25 lbs. Must be able to sit, stand, walk and otherwise physically function as necessary in an office environment to perform requirements of position.

Reasonable accommodations can be made for qualified employees with disabilities.

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***To Apply: please send resume and cover letter to hr@cbv.org.***

*Community Beyond Violence is an Equal Opportunity Employer. It is the policy of Community Beyond Violence not to discriminate against any applicant for employment, or any employee because of age, color, sex, disability, national origin, race, religion, or veteran status.*

*All positions are grant funded and subject to possible duty changes or hour decrease. Elements of this job description evaluated periodically and are subject to adjustment by CBV.*