

## Waco Community Development Job Posting

**Job title:** Community Organizer

**Status:** Full-time

### EMPLOYMENT OPPORTUNITY

*Waco Community Development is committed to children, communities and neighbors. Waco Community Development helps to inspire and cultivate healthy neighborhoods. We consider a healthy neighborhood to be one that is safe, clean, and diverse; one in which it makes economic sense for people to invest and one where neighbors manage change successfully.*

#### **Summary of Responsibilities:**

The Community Organizer is a dynamic, solution-oriented professional committed to engaging and developing neighborhood leadership. The community organizer will be responsible organizing and developing leaders in South Waco in four major areas:

- Grassroots Leadership Training (GLT)
- Neighborhood-specific Organizing
- School Involvement
- Family Engagement

The Community Organizer will work to establish new partnerships with south Waco schools and facilitate the implementation of the Family Engagement Program. The Organizer will facilitate Grassroots Leadership Training program which equips community members with skills to help them identify and solve problems in their community. GLT program develops leadership capabilities among school faculty, parents and community stakeholders to strengthen and address neighborhood issues. Additionally, the community organizer will connect community members to city-wide initiatives to encourage and support community collaboration.

#### **Essential Responsibilities:**

- Organizes the communities to identify and solve problems in their community
  - Conduct individual meetings with parents, teachers, and community members to discover areas of mutual interest
  - Build networks of residents and/or organizations
  - Participate in any community events/committees/associations
- Grassroots Leadership Training
  - Equip community members with leadership skills through GLT curriculum
  - Support action planning to address neighborhood issues
- Schools:
  - Strengthen and support parent leaders
  - Coordinate training for teachers and parents on family engagement and other issues
  - Facilitate Grassroots Leadership curriculum with parents, teachers and school staff
- Churches:
  - Build relationships with area churches to identify self-interest through asset mapping
  - Facilitate Grassroots Leadership curriculum with members and leadership of churches
- Fundraising
  - Write grants to fund community projects
  - Support Waco Community Development's fundraising activities

#### **Essential Qualities:**

- Demonstrated ability to work with diverse populations in various communities
- Demonstrated ability to bring disparate constituents together to achieve common goals

- Demonstrated ability to initiate and maintain dialogue with individuals and organizations with diverse experience and viewpoints
- Responsible, self-motivated, and able to carry out and prioritize multiple ongoing projects
- Excellent verbal and written communication skills (bilingual in Spanish)
- Energetic, self-starter with a work style that balances independence and teamwork
- Excellent time management skills, organizational skills and ability to work without direct supervision

**Educational Requirements:**

Master's degree and experience in community organizing is preferred. Four years of relevant work experience may substitute for educational requirements.

**Special Requirements:**

Must be willing to work with a non-standard schedule including nights and weekends.

**All applicants should send resumes to:** [Mike@wacocdc.org](mailto:Mike@wacocdc.org)

by May 11