

## Collaboration Coordinator

VALUE Collective

Greater East St. Louis region

Full-time Contract Role | 1 year | \$65,000 + Wellness Stipend

### **About VALUE Collective**

The VALUE Collective is a collaborative of grassroots organizations working to build power and transform conditions in the greater East St. Louis area, including Cahokia Heights, Washington Park, Fairmont, and Brooklyn.

We believe in leader-full communities, shared governance, and community-rooted change. Our work is grounded in the belief that residents are not just participants - they are decision-makers, culture-shapers, and leaders. We are building leader-full communities and shifting the political landscape in our footprint through organizing, leadership development, and coordinated electoral engagement.

### **The Role**

The VALUE Collective is seeking an Organizing Coordinator to help strengthen and coordinate the complementary work happening across partner organizations.

This role is ideal for someone who is highly organized, relationship-oriented, and energized by helping people move shared work forward. The Organizing Coordinator will support collective strategy by helping identify opportunities for aligned action, coordinating logistics and communication, and supporting implementation of shared campaigns, events, and organizing efforts.

The Coordinator will work closely with organizational leadership and the VALUE Collective Facilitator to help ensure that collaborative work is aligned, strategic, and actionable.

### **Responsibilities**

*Key responsibilities include:*

#### Coordination & Collective Alignment

- Work with leadership and lead staff across partner organizations to coordinate and align shared activities, trainings, campaigns, events, actions, and timelines
- Support communication and coordination across the collective through regular check-ins, updates, and follow-up
- Attend and support monthly VALUE Collective meetings
- Help identify opportunities for collaborative action and shared organizing efforts

- Coordinate planning conversations, action steps, and collective debriefs

#### Project Management & Logistics

- Maintain shared workplans, calendars, timelines, and systems for coordination
- Help track responsibilities, deadlines, and follow-through across projects
- Support logistics for collective events, canvasses, trainings, meetings, and community actions
- Assist with internal systems that support collaboration and accountability

#### Organizing & Engagement Support

- Support implementation of community engagement and organizing efforts across the collective footprint
- Help maintain engagement tracking systems, sign-in lists, follow-up pathways, and referrals
- Support outreach and coordination with residents, volunteers, and partner organizations as needed
- Help coordinate and oversee canvassing efforts, including supporting canvasser communication, scheduling, logistics, and reporting

#### **Qualifications**

We understand that candidates may not come with expertise in every area of this role. We encourage applicants who bring strong coordination and relationship-building skills and at least 3 years of experience in some combination of the following areas:

#### Preferred Experience

- Community organizing experience, including grassroots, civic, issue-based, and/or electoral organizing
- Familiarity with and connection to the Greater East St. Louis footprint, including Cahokia Heights, Washington Park, Fairmont, and Brooklyn
- Experience coordinating projects, teams, or collaborative initiatives
- Strong organizational and project management skills
- Experience planning or coordinating events, actions, trainings, or community engagement activities
- Experience working with nonprofits, coalitions, or community-based organizations
- Ability to manage multiple moving pieces while maintaining strong communication and follow-through

#### Skills & Qualities

- Strong relationship-building and interpersonal skills
- Ability to work collaboratively across organizations and leadership styles

- Comfortable with logistics, coordination, and detail management
- Self-directed, adaptable, and proactive
- Commitment to community-rooted and people-centered work
- Strong written and verbal communication skills

### **Compensation**

This is a full-time contract position with compensation of \$65,000 annually plus a wellness stipend.

### **To apply**

Please email resume and cover letter by June 10, 2026 to [valuecollective.connect@gmail.com](mailto:valuecollective.connect@gmail.com) and cc VALUE Collective Facilitator, Jessica Wernli, at [jessica.wernli@gmail.com](mailto:jessica.wernli@gmail.com), with the subject line "Collaboration Coordinator".

*We hope to fill this role by June 2026. Please direct all questions to the above email addresses.*

***Learn more about the VALUE Collective and its members [here](#).***