

**East Oakland
Temporary Part-time
Communications Fellow**

Communities for a Better Environment (CBE) (www.cbecal.org), is a 501(c)(3) non-profit that is one of the preeminent environmental justice (EJ) organizations in the nation. The mission of CBE is to build people's power in California's communities of color and low-income neighborhoods to achieve environmental health and justice by preventing and reducing pollution, and building green, healthy and sustainable communities and environments.

CBE provides residents in blighted and heavily polluted urban communities in California with organizing skills, leadership training, civic engagement, and legal, scientific and technical assistance. Together, we successfully confront threats to our communities' health and well-being. We win major environmental justice victories with our members and allies. We are helping lead the way to Just Transitions from economies based on extracting health and wealth to ones that are based on clean energy, with strong civic engagement and good jobs for local residents.

General position summary: CBE is seeking an individual with social media training and entry-level communications skills to be part of our team. The temporary, part-time position is for a 4-month period beginning in January 2020 and ending in May 2020. The Communication Fellow will be mentored, supported, and trained by our Communications Associate and partner Resource Media, a non-profit public relations consulting firm. The qualified candidate will provide communications support for CBE's environmental justice agenda, leveraging training and tools provided by Resource Media. The position will be 15 hours per week.

Responsibilities include:

We are looking for someone with the right instincts and skills to help us implement a communications strategy that addresses air pollution in East Oakland. The work responsibilities of the CBE Communications Fellow will include training-in and helping-to implement the following:

- Develop and execute communications plans for our Freedom to Breathe campaign.
- Coordinate our messaging across traditional and digital media, including print and broadcast news, website, email, video, Twitter, Facebook, Instagram, etc.
- Create content, messaging and talking points, write and curate stories, draft web copy and blog posts, design social media graphics, etc.
- Develop strategy around pitching stories, draft and place op-eds, track news coverage and manage rapid response related to air quality issues in East Oakland.
- Plan and execute projects with support from direct supervisor and communications associate, and coordinate with colleagues and allies.
- Perform other duties as assigned.

Qualifications Include:

- Experience in, or currently studying, Communications or other related field of study.
- Experience writing and editing content for online and/or print publication.
- Interest in creating content for civic engagement.

- Ability to communicate effectively, both written and orally.
- Photoshop, Illustrator or similar graphic design or visual story telling experience a plus.
- A passion for social justice and environmental issues.

Benefits and Compensation

This is a temporary, part-time (25 hours a week) position, with an hourly wage of \$24. This position will go from January to May. Due to the temporary part-time nature of this work, we are unable to offer benefits.

To apply: Send resume or brief cover letter with description of your qualifications to: jobs@cbeocal.org and include "CBE Communications Fellowship – East Oakland," followed by your name, in the subject line of your email.

CBE is an equal opportunity employer that does not discriminate on the basis of race, religion, disability, gender, nationality, ethnicity, sexual orientation, or any other prohibited category. We strongly encourage women, people of color, LGBTQ individuals, and all qualified persons to apply for this position.