

SOUTHERN CALIFORNIA PROGRAM CO-DIRECTOR

Communities for a Better Environment (CBE) is a statewide environmental health and justice organization that combines grassroots organizing, legal advocacy, and science-based research to achieve its goals. CBE's mission is to build power in low-income communities of color to achieve environmental justice by empowering community, reducing pollution and building healthy and sustainable communities. For more information, please visit: www.cbecal.org.

General Position Summary:

This position reports to the Executive Director and will work closely with the other Co-Program Director, with the focus on the community of Wilmington, together coordinating CBE's Southern California work in Wilmington and Southeast LA. This includes campaign strategy, leadership development, networking, movement building and coordinating with CBE's Development and Finance departments on program grants and funds. The Co-Program Director has the duty and privilege of working with CBE's diverse staff in the Organizing, Research and Legal departments to ensure the integrated program strategy that makes CBE the unique and successful force it has been in the Environmental Justice movement. Between them, the two Co-Directors supervise Southern California Organizers and other Program staff. The Program Co-Director is also part of CBE's dynamic statewide Admin Team that facilitates the organization's growth and development.

RESPONSIBILITIES

- Supervise and support the sustainability and growth of the organizing and program staff.
- Ensure accountability and coordination between community members and the organization.
- Oversee and coordinate the Wilmington Community Team, which includes organizers, researchers, legal and development staff.
- Work with other Co-Program Director to coordinate organizing efforts in SoCal, including Bi-annual campaign and department planning and evaluation processes. Aim to build connections across communities/regions.
- Help develop, implement, and participate in campaign and coalition activities.
- Work statewide with Program Co-Directors to help develop and oversee structures and processes such as CBE's organizing model.
- Lead the hiring, management, and develop staff in the Wilmington Organizing Department.
- Build relationships with partners in alliances and coalitions.
- Participate in Funder team and contribute to proposals, reports, and fundraising activities.

- Participate in weekly Admin Team meetings, collaborating to move forward CBE's internal organizational goals and processes while representing the needs and perspectives of Wilmington program and organizing staff.
- Track and approve budgets and financial disbursements for organizing campaigns.
- Participate in CBE Policy team to coordinate regional/statewide policy activities with organizers.
- Support implementation and integration of civic and voter engagement, including CBE Action 501(c)(4) policy advocacy and electoral organizing, - within the organizing department.
- Help lead and participate in organizational equity work and ensure organizing and program staff are involved in this work.

EXPERIENCE AND JOB REQUIREMENTS

Programmatic experience:

- Demonstrated commitment to environmental and climate justice and experience working with low-income communities of color.
- Expertise in grassroots community or labor organizing.
- Experience in planning, implementing, and evaluating community-based environmental or social justice campaigns and programs.
- Experience with fundraising.

Supervision:

- Management experience, including supervision and leadership development of multiple staff.
- Strong supervision and conflict resolution skills.
- Team and consensus-building skills.

Sector knowledge:

- Familiarity with regulatory processes, especially Los Angeles City-wide policies and California state legislation.
- Understanding of the fossil fuel industry and other corporate polluters preferred.

Skills:

- Expertise in group facilitation, public speaking, and presentation.
- Strong oral and written communication skills.
- Strong people skills: be community-friendly and have the ability to engage a broad spectrum of people representing various social, cultural, and professional backgrounds.
- High accuracy, attention to detail, organization, and ability to prioritize multiple tasks.
- Strong time management skills.
- Ability to ensure a positive, team-oriented environment.
- Ability to understand and navigate a complex political environment.
- Familiarity with conversational Spanish preferred.

Benefits and Compensation

This is a full-time, non-exempt position, with an annual salary of \$74,900 and an average expected work week of around 40 hours. The Southern California Program Co-Director will receive CBE's comprehensive benefits package, including a generous vacation and leave policy (26 days of paid leave in the first year, including holidays); fully-paid premiums for medical, vision, and dental insurance; an additional mental health benefit; a 401(k) retirement plan; and a flexible spending plan. CBE pays full premiums for medical, dental, and vision insurance for the employee, spouse or domestic partner, and any dependents.

To apply: By no later than July 17, 2022. Please send a cover letter, resume and three references with contact information in Word to: jobs@cbeocal.org. Please include the following subject line with your email: Southern California Program Co-Director Search.

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, and all qualified persons to apply for this position.