

JOB ANNOUNCEMENT
COMMUNITY CANVANSSERS 2023
2 POSITIONS AVAILABLE
1 in SELA & 1 in Wilmington, CA

CBE is a state-wide 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

Canvassers will be responsible for staffing virtual phone banking, text banking, and in-person outreach focused on tenant outreach in South East Los Angeles and Wilmington communities. Canvassers will be primarily focused on connecting folks to tenant legal aid workshops/clinics and canvassing as well as other CBE resources and/or campaigns. **Role is open to the public. Past and current CBE members are highly encouraged to apply.**

SPECIFIC JOB SKILLS

- Outreach for tenant workshops (in person flyering, tabling, door knocking, phone banking and text banking).
- Manage high volume outbound calls and texts.
- Connect tenants with resources while building our member-base.
- Daily follow up of tenant emails, texts, and calls.
- Must have strong communication skills that are transferable over the phone.
- Support any other CBE outreach efforts as requested.
- Provide reporting at the end of each shift to the Outreach Coordinator.
- Represent/provide updates at membership meetings (if applicable).
- Ability to work independently and in a positive, team-oriented environment.
- Ability to work in a manner that complies with organizational standards and policies.

EXPERIENCE & JOB REQUIREMENTS

- Canvassers are expected to work **9hrs/week**.
- Reliable attendance between Monday, Tuesday, and Thursdays 4-7pm.
- Access to reliable internet (ethernet connection required).
- Laptop and other phone banking equipment will be provided.
- Passion for Environmental & Housing Justice and long-term social change.
- Excellent interpersonal skills and phone etiquette skills.
- Experience with phone banking and a predictive or auto dialer is a plus.
- Strong computer and technical skills (software training will be provided).
- Experience with Zoom/Slack is a plus.
- Bilingual in English and Spanish preferred.

These positions are meant to last for a year, with potential opportunity to continue. Expect to work **9 hrs/week at \$18/hour**.

To Apply:

Submit via email to jobs@cbeocal.org: **1) Cover letter; 2) Resume; and 3) Three references** no later than January 20th, 2023 at 5:00pm (PDT). Please merge all required documents into one PDF file and put in the email subject line: SELA/Wilmington Community Canvasser Application.

Compensation & Benefits:

This is a temporary, part-time 9 hours a week position, paid at \$18 per hour. It is expected to start in early February and run through December 15, 2023, with potential extensions contingent on funding. Due to the part-time nature of this work, we are unable to offer most benefits; however, the position does include a therapy/mental wellness benefit, as well as a limited amount of paid sick leave.

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