JOB POSTING

POSITION: Domestic workers Education and Outreach worker
SALARY: $17.31/hour
TYPE: Temporary- PT 25 hours per week
REPORTS TO: Organizing Director
START: ASAP

ORGANIZATION:

The Coalition for Humane Immigrant Rights (CHIRLA) is a non-profit organization founded in 1986 to advance the human and civil rights of immigrants and refugees in Los Angeles. As a multi-ethnic coalition of community organizations and individuals, CHIRLA aims to foster greater understanding of issues that affect immigrant communities, provide a neutral forum for discussion, and unite immigrant groups to more effectively advocate for positive change. CHIRLA’s programs include coalition building and convening of organizations, advocacy around issues affecting immigrants and refugees, community education, service provision and technical assistance, and organizing and leadership development for immigrant workers and youth.

POSITION SUMMARY:

CHIRLA is seeking an experienced leader to help build and strengthen CHIRLA’s statewide Domestic workers organizing; the outreach worker will work towards strengthening the existing CHIRLA Domestic workers committee, we are looking for someone who can work hard and contribute to our Organizing Team.

The ideal candidate for this position will be someone who has a vision and strong desire to build CHIRLA’s local and statewide power, but also loves to implement program work at the local level and to work directly with organizers and leaders to build a strong powerful base. This position is for someone who enjoys working in the field, establishing relationships with community members and local allies, as well as to further the progress made on immigrant rights in California.

DUTIES AND RESPONSIBILITIES:

Organizing & Local Immigrant Issue Campaign Development
• Be a core member of the CHIRLA domestic workers committee and leader of the state coalition
• Develop and implement education, outreach and recruitment plan to build power at the Los Angeles County area.
• Have the capacity to create new organize groups in the Los Angeles County Area
• Mobilize community members and fulfill the domestic workers committee goals
• Represent the CHIRLA Domestic Workers local and state committees,
• Manage leadership development education for domestic workers

Administrative Duties
• Participate in and report at general staff and organizing team meetings.
• Participating and/or taking leadership in CHIRLA fundraising activities
• Turn in reports and plans in a timely manner
• Turn in time-sheets and other administrative materials according to deadlines
• Other Duties as assigned

QUALIFICATIONS:
• Bi-lingual English/Spanish fluency a must
• Ability to multi-task in a fast paced environment
• Commitment to building community power, grassroots membership decision-making and CHIRLA theory of social change.
• Knowledge of immigrant worker models and experience supporting leadership development of grassroots members
• Excellent ability to plan and organize a demanding workload.
• Computer literacy: word processing, internet navigation, and other work-related applications;
• Must have a reliable car and valid driver’s license;
• Must be flexible and willing to work early morning, evening, and weekend hours.
• Ability to work in a team as well as lead a team
• Ability to work well with diverse groups and populations;

To apply, send resume and cover letter to: jobs@chirla.org
Subject Line should read: Domestic Education and Outreach worker
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QUALIFICATIONS:
- Fully bilingual (English and Spanish)
- Excellent verbal and interpersonal skills over the phone
- Must have a working computer with internet access
- Computer literacy: word processing, internet navigation, and other work-related applications is a plus
- Knowledge of and commitment to immigrant and worker rights and CHIRLA mission
- Energy and enthusiasm on CHIRLA’s values based electoral campaign
- Attend mandatory online trainings as needed
- Ability to have positive working relationship with CHIRLA staff, members and allies
- Ability to work well with diverse groups and populations
- Previous experience is a plus.