

Job Title: Director, Community Organizing
Supervisor: Executive Director
Hours: 35 hours per week
Annual Salary: \$70,000, full benefits
Status: Full time, non-union

The Community Action Agency of Somerville is recruiting for a full time Director of Community Organizing to develop and promote responses and efforts that are in direct response to priorities articulated in both our Community Needs Assessment and our Strategic Plan. The highest priority for low income residents of Somerville is the preservation of and access to affordable housing. The Community Organizing department is charged with working with groups of low income residents in private and public low-income housing in Somerville to maximize their ability to protect their rights and to participate in both individual landlord and city-wide decision making on issues of affordable housing.

Position Responsibilities:

- Hire, train and supervise department staff, interns and volunteers.
- Ensure that staff has current information regarding community trends, changes in benefits for low income residents, and other economic and legal developments affecting low income residents of Somerville.
- Build coalitions and work with existing ally organizations that address both individualized tenant issues and larger community-wide issues. Stay abreast of organizing efforts with local partners and act as liaison to the City of Somerville on organizing issues related to low-income housing.
- Work with staff to design outreach efforts, convene focus groups and other community conversations, deliver workshops, trainings, meetings or other events designed to promote CAAS's mission with regard to affordable housing in Somerville.
- Review and approve communications to external groups and individuals.
- Participate in fundraising efforts as necessary; generate outcomes reports, write sections of proposals, meet with potential funders.
- Design organizing campaigns: identify winnable issues and targets, develop campaign demands, conduct power analyses and target research, and develop an escalation strategy using a variety of creative tactics.
- Develop and oversee communication strategies with community stakeholders, using a wide variety of media, including social media, drawing connections between the local struggle for justice in affordable housing and state, national and global issues such as systematic racism, and wealth and income inequality. Ensure consistency of communications in events, press releases, letters to public officials, and in public meetings.
- Participate in CAAS's Management Team.

Qualifications:

- 8-10 years relevant experience, preferably with a focus on low income housing issues and tenants;
- Demonstrated ability to lead successful organizing efforts and cultivate leadership among community members.
- Prior Supervisory experience required
- Ability to travel to meetings and events in the greater metropolitan area
- Ability to establish positive relationships across diverse cultures
- Comfort with computers and database systems
- Strong written and verbal communication skills
- Fluency in another language (Spanish, Haitian Creole, Portuguese) a plus.

Physical Demands: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is occasionally required to stand; walk; sit, use hands to finger, handle or feel; reach with hands and arms; stop, kneel, crouch, and talk or hear. The employee must occasionally lift and/or move up to 10 pounds.

Work Environment: The work environment is largely in an office setting, with settings varying depending on where external meetings and gatherings take place. The noise level in the work environment is usually low to moderate.

Interested candidates should send resumes and cover letters to: jgrogan@caasomerville.org