



# LGBTQ ALLYSHIP

ORGANIZING FOR SOCIAL AND ECONOMIC JUSTICE

Job Title: Community Organizer

Job Location: Seattle, Washington

Position Type: part-time, temporary\*

Contact: Debbie Carlsen

Email: [info@allyship.org](mailto:info@allyship.org)

LGBTQ Allyship is a nonprofit located in the Central Area serving over 2300 constituents by advocating for LGBTQ economic equity, housing, reducing youth homelessness and access to affordable health care in Seattle and south King County. We build community power through leadership development, advocacy and community organizing. Allyship leads the LGBTQ Intergenerational Project geared towards reducing social isolation between youth and elders. In addition, Allyship recently started a pilot Leadership Institute to build LGBTQ grassroots leaders in south Seattle and South King County.

**Our mission:** We are LGBTQ and Allies who believe that all oppressions are interconnected and in the possibility of a world free of oppression. We seek to work in solidarity with marginalized communities to understand the interconnectedness of oppression and to support the systematic liberation of all people.

**Job Description:** The Community Organizer will facilitate trainings on Seattle's four labor ordinances to low-wage LGBTQ workers. The Organizer will manage the logistical and outreach efforts concerning 3 train-the-trainer workshops and 4 Know Your Rights workshops. The Organizer will be familiar outreach methods utilizing social media, community events, networking and word-of-mouth techniques to mobilize community members. She/he/they will conduct focus groups to help create a culturally competent curriculum designed for low-wage transgender, gender non-binary, women homeless youth and people of color communities. The Organizer will also coordinate volunteer transgender and gender non-binary advocates to assist transgender and gender non-binary workers through the employer complaint process. In addition, the Organizer will coordinate volunteer presenters to conduct the Know Your Rights workshops.

**Job Responsibilities:**

- Execute a community outreach plan through focus groups, social media, website, email, tabling at community events, utilizing community connectors, word-of-mouth, other LGBTQ organizations, and presentations.

- Coordinate recorded data to be submitted to the Fair Works Center.
- Assists in creating POC, transgender/gender non-binary, homeless youth and LGBTQ curriculum for trainings.
- Attend quarterly Fair Works Center collaborative meetings.
- Coordinate with video editor.
- Coordinate volunteer presenters and transgender/gender non-binary advocates.
- Identify community members to share their story in Allyship's Storysharing Project and recruit participants for Allyship's LGBTQ Social Justice Leadership Institute.
- Become an expert in Seattle's Labor Ordinances.
- Represent Allyship in community, with leaders, agencies and organizations.
- Perform various administrative duties.
- Edit and sometimes write communications.
- Reports to Executive Director.
- Other organizing duties may be needed.

#### Job Qualifications:

- Experience in event planning.
- Community outreach experience.
- Ability to track and report data to Fair Works Center.
- Experience with leading a project and achieving deliverables.
- Able to lead and accomplish tasks with little supervision.
- Familiar with Microsoft Office.
- Excellent writing skills
- Excellent facilitating skills
- Self-starter
- Able to work in a fast-paced environment
- Experience coordinating with government agencies, community organizations and staff.
- Responsible, accountable and able to demonstrate attention to detail.
- Experience with Wordpress and social media – including Twitter, Facebook, Tumblr Youtube, Pinterest and email.

#### Requirements:

- Has own laptop
- Experience as a Community Organizer
- Familiarity with queer, trans\*, gender non-binary, low-income, people of color, homeless youth and immigrant communities, cultures and organizations.
- Believes in gender, racial and economic justice.
- Willingness to work from home.
- Has own car or able to travel easily
- Able to start immediately

- Willingness to work evenings and weekends.

Salary: DOE. Does not include medical or dental benefits.

Please send resume and cover letter to Debbie Carlsen, Executive Director, at [info@allyship.org](mailto:info@allyship.org), by November 3<sup>rd</sup>, 2015.

\*This position starts at 10 hours a week for 9 months. Allyship is looking for candidates who have the flexibility to increase their hours. (We anticipate increased funding) In addition, Allyship is actively looking for funding to ensure this becomes a permanent position.