



# EMPLOYMENT OPPORTUNITY

## Community Organizer

**About the NDC:** The mission of the Codman Square Neighborhood Development Corporation (the "NDC") is to build a better, stronger community in Codman Square and South Dorchester by creating housing and commercial spaces that are safe, sustainable, and affordable, promoting financial and economic stability for residents and for the neighborhood, and providing residents of all ages with opportunities and skills to empower themselves to improve their lives.

**About CORR:** The Community Organizing and Resident Resources Department (CORR) believes that strong, healthy, and stable communities are built from the ground up and with the help of all stakeholders in the community. CORR exists to tap, engage, and develop the leadership of residents living in and around NDC-owned properties, and to support resident-led efforts to create stronger communities by helping to build the community's voice and by creating opportunities to exercise and engage that voice.

**About the Position:** The Community Organizer position is key to the NDC's community organizing agenda. The primary constituents of this position will be residents of NDC-owned properties and community residents, neighborhood associations, and community institutions within adjoining neighborhoods.

**General Responsibilities:** The Community Organizer will be responsible for carrying out and reporting on tasks in our key work areas of Leadership Development, Partnerships and Coalitions, Community Building, and Youth Development set forth in our strategic and operational plans as follows:

- Conduct door knocking and one on one outreach on a consistent basis to engage local residents, determine community priorities, build relationships and support leaders in addressing community issues.
- Recruit and establish resident leadership teams for NDC-owned properties, and support existing associations to strengthen their role in advocacy and quality of life issues.
- Facilitate the development of resident organizing through education and training and the transfer of organizing skills to residents.
- Identify and establish, in collaboration with other CORR and NDC programs and staff, partnerships to leverage additional resources for residents of NDC-owned properties.
- Collaborate with other community stakeholders on issues of common concern relevant to residents living in and around NDC-owned properties.
- Collaborate with other CORR staff to ensure effective participation by young and adult residents and community leaders in shaping and strengthening the work of the NDC.

**Qualifications/Skills:** The ideal candidate for this position will demonstrate the following qualifications, skills, and/or traits:

- 1 to 2 years of relevant experience in community/youth/labor organizing and/or public interest and advocacy work.
- Bilingual, Spanish/English.
- Ability to formulate and implement organizing campaigns, establish relationships, and form partnerships with community residents and neighborhood institutions.
- An understanding of public/civic institutions, general policymaking processes and the role that community residents can play in these.
- Ability to relate to people with diverse ethnic, socio-economic, and skills backgrounds, and engage them productively in community building activities.
- Excellent verbal and written communication skills. Timeliness, dependability, accountability, and overall strong teamwork habits essential.
- Experience working with and managing volunteers, and a desire to serve as a role model, be creative, and learn new skills desired.
- Ability to work flexible hours, including some evenings and weekends, and manage multiple tasks and demands essential.

**Reporting Structure:** This position will report to the Director of Community Organizing and Resident Resources.

**Salary range:** Low to mid 30's

**Send cover letter and resume to:** Jason Boyd / email: [Jason@csndc.com](mailto:Jason@csndc.com)

Codman Square Neighborhood Development Corporation

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*No Phone Calls Please*