



# NOW HIRING

## Job Title: Community Organizer



**Reports To:** Organizing Director

**Expected workweek:** 45 hours

**Salary:** \$40,000/ year (IRA and Healthcare Savings Account after introductory period)

### Primary Responsibilities:

CALEB is seeking a dedicated organizer to build community power. The organizer will primarily support the work of CALEB's Economic Mobility Task Force on issues including labor, economic development, and housing. As an organizer, you will foster relationships, develop leaders, drive forward issue campaigns, and manage the logistics of various events.

### Other Duties:

- Weekly schedule of one-on-one meetings with CALEB leaders and community members
- Recruit and develop new leaders and partner organizations
- Assist task force leaders with group coordination, member on-boarding, and communications
- Execution of the task force public campaigns.
- Door-knocking, lit dropping, call-making, and text-banking;
- Represent CALEB at various community events, meetings, and media events
- Travel to trainings out of town and on some evenings, weeknights and weekends, including Gamaliel 7-day National Leadership Training and regional conventions
- Accurate recording of work time and purpose
- Weekly supervisory meeting / staff meeting with Organizing Director

### Qualifications

- Belief in community organizing as a means to improve community development
- Commitment to public campaign goals of CALEB key issue areas (calebcha.org)
- Experience working in low-income urban communities
- Experience working with community groups around public or civic issues
- A high level of self-motivation and a proven ability to work independently as well as collaboratively
- Willingness to work long and flexible hours
- Ability to engage community members one-on-one, run meetings and trainings, and facilitate leadership teams to build community, plan, make decisions and take collective action together.
- Excellent communication skills
- Previous training by any of the various community organizing centers preferred (e.g. Gamaliel Foundation, Industrial Areas Foundation, Faith in Action, DART, Midwest Academy, etc.)

**Submit resume to [info@calebcha.org](mailto:info@calebcha.org). Subject line "Community Organizer Application"**

Qualified applicants will receive consideration for employment without regard to race, color, sex, national origin, age, disability, religion, sexual orientation, gender identity, gender expression, pregnancy, military or veteran status, marital status, or parental status. People of color and women are strongly encouraged to apply.