



Lead Community Organizer Job Description

Brockton Interfaith Community (BIC), founded in 1990, is a multi-faith, multi-ethnic non-profit organization from the greater Brockton area. BIC's mission is to work collaboratively with our partners, on issues chosen together to promote racial and economic justice through prophetic, faith-rooted community organizing. BIC advocates at the state level as MCAN and at the national level as Faith in Action. By building power locally through intentional relationships, BIC leaders and staff aspire to create systems and structures for the purpose of establishing a more equitable and just world.

Brockton Interfaith Community is looking to fill the position of a Lead Community Organizer who is ready to build the revolution! Working with new and existing organizing teams, the Lead Organizer will develop a massive voter engagement movement in the City of Brockton. We are looking for someone who is ready to develop Brockton leaders to vision and build the People Platform, a platform built for the people by the people.

Job Title	Lead Community Organizer
Reports To	Executive Director
Salary	Full-time Salary Position

Job purpose

The Lead Community Organizer will facilitate BIC's community organizing and leadership development training. They will organize congregations and leaders within 3 of the 7 Wards in the City in Brockton with the intention of uncovering issues that are impacting the residents of those wards. The Community Organizer will identify grassroots members with an appetite for leadership from within our congregations and the community. They will help co-create the vision and co-share the knowledge for what it takes to make real change in relationship to the community. Furthermore, they will not be satisfied with the status quo but will strive continuously to learn more, to be in deeper relationships, and to move us toward racial and economic justice.

It is BIC's expectation is that Community Organizer exemplify the ability to carry out the duties and responsibilities listed below, however applicants should know that all responsibilities are not expected to be completed at the same time, but over the course of a year.

Duties and responsibilities

Congregational and Community Leadership Development

- Work with leaders of assigned congregations to build strong local organizing committees within member congregations
- Coordinate the participation of leaders in training workshops and conduct sessions as needed
- Regularly seek out and build relationships with new leaders and facilitate bringing in new member institutions/organizations
- Prepare materials for training sessions, printing handouts, technology and room set-up, prep flipchart, etc.

Issue Campaign Development

- Train leaders in the organizing model as laid out by SOPA (SCHOOL OF PHROPHETIC ACTION) involving leaders in every step of the process. Use that tool as a guide for identifying the issues that need to be addressed within the congregation and/or community
- Support the development of leaders through regular one on ones to tackle the changes they are focused on in the most strategic and powerful way

Structural Development

- Participate with the Executive Board and Strategy Board in an ongoing strategic planning process, including working with other leaders to give input and review
- Work with clergy and congregation leaders to identify one or more potential strategy board members from each congregation
- Attend and actively participate in weekly Staff-Meetings and quarterly Staff Day strategic planning meetings, facilitating meeting where needed
- Attend bi-weekly staff development meetings
- Attend and actively participate in bi-monthly Massachusetts Community Action Network (MCAN) All-Staff meetings, MCAN Leader Assemblies, and any other MCAN related trainings or events

- Attend Faith in Action trainings, including the Isaiah weeklong training in Minnesota usually held during the late summer, when appropriate

Fundraising and Administrative

- Work with leaders to engage and develop relationships with local businesses that can support the organization during the Annual Fundraiser
- Coordinate with Operations Manager and Executive Director to maintain Grant Calendar, crafting competitive grant proposals and building/maintaining relationships with foundation staff as needed
- Coordinate leaders and staff for foundation site visits, facilitate those meetings;
- Invite leaders and community members to become monthly sustainers
- Work with Operations Manager to set up membership dues from member institutions

Other

- Develop a working knowledge of the issues, challenges, history and political environment of the city of Brockton and surrounding towns
- Reflect on the power analysis of the political, economic and religious leaders and structures of the city of Brockton and surrounding towns
- Demonstrate a willingness to engage in regular conversations about your own faith, religion, and/or spirituality
- Meet weekly with Executive Director for one on one coaching, development, supervision, and project support
- Provide written content for quarterly newsletter as needed; coordinate and collecting written material from leaders for newsletter as needed

Qualifications

- High level of consciousness and/or a willingness to learn and engage in conversations around race, class, gender, and faith/spirituality
- Two to five years' experience, with an openness to being coached and developed further
- Self-motivation, detail-oriented, able to take initiative and ownership of projects, and able to provide creative and strategic feedback in the planning process

- Relational working style - ability to listen well, collaborate, coach effectively and be open to coaching for further development
- Frequent evening and occasional weekend work required, especially during peak organizing periods such as Action prep and the Annual Fundraiser
- Must have reliable transportation to travel to 1:1s, events, trainings, and other events as necessary
- Other qualifications that would be helpful, but not required include language skills (Portuguese, Spanish, and/or Haitian Creole), computer skills (Microsoft, Google Drive, etc.), and basic grant writing or fundraising skills

APPLICATION PROCEDURE

To apply please send the following materials to Brockton Interfaith Community at bic@brocktoninterfaith.org

- An electronic file of your resume (preferably in PDF format).
- A cover letter stating why you want this position and your qualifications.

Applications will be accepted until this position is filled. BIC has a strong commitment to diversity, equity and inclusion – people of color, women and members of other under-represented groups are strongly encouraged to apply.

BIC provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability or genetics. In addition to federal law requirements, BIC complies with applicable state and local laws governing nondiscrimination in employment in every location in which the organization has facilities. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation and training. BIC is an equal opportunity employers and does not discriminate against otherwise qualified applicants on the basis of race, color, creed, religion, ancestry, age, sex, marital status, national origin, disability or handicap, or veteran status.