PARENT / COMMUNITY ORGANIZER

ORGANIZATION

United Teachers Los Angeles

DEFINITION

Will work with a team to help develop and carry through on UTLA parent / community engagement and organizing plans, in coordination with the overall campaigns of UTLA. Individual will involve UTLA members, staff, parents, youth, and community in overall organizing efforts.

DUTIES AND RESPONSIBILITIES

- Coordination and supervision of UTLA parent and community organizing campaigns, meetings and diverse outreach effort.
- Support the development of parent/community work, trainings, and timely progress within UTLA campaigns.
- Engage and report on fundraising with foundations and labor unions
- Identify potential allies, through available resources such as the local political terrain, community organizations, and parent participation groups.
- Build UTLA through the development of alliances.
- Facilitate communication on parent/community engagement between all levels of UTLA leadership and membership.
- Support clear ownership and understanding of roles, governance, campaigns, accountability agreements, partnerships/ alliances among staff and member leaders through one-on-one relationship building, strong group process and clear communication practices.
- Organize ongoing dialogue with community organizations.
- Engage UTLA in campaigns from parents and community organizations.
- Build leadership development and political education programs among UTLA members, staff, and parents, in the service of assisting people in becoming skilled parent/community organizers and liaisons.
- Assess and identify school sites where there are specific opportunities to engage parents on an ongoing basis.
- Work with the parent / community engagement efforts of UTLA’s affiliate organizations, and attempt to build collaboration.
- Maintain information systems regarding community engagement.
- Assist members and staff in mapping school communities, surveying members, and using the products to develop organizing relationships.
- Other duties as assigned.
REPORTING RESPONSIBILITIES

The Parent / Community Organizer will report to the Field and Organizing Director.

PRIMARY KNOWLEDGE, SKILLS, AND ABILITIES

- Knowledgeable of current educational issues
- Possess union and/or community organizing background and union values
- Be able to scale up, or replicate local parent organizing
- Be knowledgeable of the social and political landscape of greater Los Angeles, or have the capacity to, and willingness to, learn quickly
- Be able to organize and facilitate public meetings
- Have strong oral, written, and visual communication skills as well as experience using social media tools
- Preferred fluency in both written and spoken Spanish and English
- Experience working in coalitions and in highly-collaborative efforts
- Ability to assess and analyze complex political situations and respond appropriately

SALARY AND BENEFITS

Starting salary range is $5,966 - $6,382/monthly, based on qualifications, salary history and related work experience.

Health Benefits include medical, dental and vision coverage for the employee and their eligible dependents.

HOW TO APPLY

Please call Louverne Chatman, Administrative Assistant to Diana Darty at (213) 637-5140 for an application and details of documents to be submitted with the application. Two letters of recommendation demonstrating experience and knowledge will be required when submitting application and other requested documents. All required documentation including completed application, letters of recommendation, resume and requested documents must be received by UTLA no later than August 29, 2014.

United Teachers Los Angeles
Attention: Diana Darty, Director of Support Services
3303 Wilshire Blvd., 10th Floor
Los Angeles, CA 90010

UTLA IS AN EQUAL OPPORTUNITY EMPLOYER