

Title: Voices JH Community Organizer**Status: Project based****Job Description:**

The Community Organizer position is a part-time, contract role that works to share the voices, experiences and challenges of immigrant and limited-English speaking families with Teton County organizations and government entities. Community Organizers support Voices JH's Inclusion program by facilitating processes and relationships in service of a more equitable community. Community Organizers can expect to learn about local government processes, improve facilitation and public speaking skills and be a part of a large Voices JH network working towards social change in the Tetons.

Essential Duties:

- Inclusion Program:
 - Assist with data collection for community processes and organizational surveys
 - Collaborate with other community organizers to ensure outreach to families in equitable and not duplicated
 - Provide feedback to Voices staff regarding the process at the end of each project
 - Recruit individuals to participate in community events and focus groups
 - Actively participate in stakeholder groups, needs assessments, task forces, panels and other community spaces in service of the immigrant and limited-English speaking communities
 - Facilitate events, focus groups and small group conversations for Voices' partners
 - Provide feedback to Voices staff regarding the process at the end of each project
- Participate in project specific trainings for Consult and Involve partnerships
- Build power and leadership within the immigrant communities and limited English speakers
- Maintain records and complete assessment forms

Preferred Qualifications:

- Excellent interpersonal skills, community building skills and conflict mediation skills
- Strength in understanding and communicating the needs of the community
- Critical thinking around complex interpersonal dynamics and communication techniques
- Ability to work independently and within a team structure
- Able to attend meetings in the evening and occasional weekend events
- Bilingual in Spanish and English
- Possess a smartphone, have a working email address, and be competent with Google Drive
- Willingness to learn and passion for social justice and empowering others