

# Environmental Justice and Community Outreach Manager for Beyond Toxics

Applications accepted until the position is filled.

## Job Description

Beyond Toxics is looking for a dedicated, energized and committed person to fill the role of Environmental Justice Program Manager. This person must be ready to engage and support frontline Oregon communities who face threats to their health and the safety of their work places and their homes. The person chosen for this position will work with Beyond Toxics Executive Director, Board of Directors and our partner organizations to develop a comprehensive strategy for developing a statewide movement for environmental justice. This strategy requires working with communities to create opportunities for their meaningful and lasting inclusion in decisions that affect their surrounding environment (air, water, soils and ecosystems).

Beyond Toxics requires someone who is self-motivated, organized, can juggle multiple tasks and deadlines effectively and is an excellent communicator. S/he should enjoy working with diverse people and have strong interpersonal skills. We prefer a fluent Spanish speaker who can work and interact with our Latino allies and members. Strong writing skills are a benefit.

This staff position will assist with program research, writing reports and taking action on Beyond Toxics' main program areas:

- Environmental Justice
- Climate Justice
- Worker Justice
- Reducing pesticides
- Promoting air quality policies and reducing industrial pollution

Beyond Toxics operates in a fast-paced, mission-driven work environment. We need staff that are patient, have perseverance and a sense of humor to do this advocacy work. This position will range from 35-40 hours per week, depending on the qualifications of the person hired.

## Description of Duties

Working with others, develop a vision and plan for a statewide environmental justice movement by:

- Develop and maintain program strategies, work plans and project tracking systems
- Develop networks and coalitions through relationship building with communities and organizations
- Lead grassroots organizing projects
- Legislative advocacy and other policy work
- Attend meetings and events as necessary
- Speak in public and educational settings
- Train others to be effective grassroots organizers
- Develop youth leadership
- Supervise volunteers and interns
- Contribute content for reports, newsletters, social media, etc.
- Work as a respectful and engaged team member with Beyond Toxics staff, board and advisors

Qualifications: All candidates should demonstrate general knowledge of the principles and practices of racial and environmental justice and:

- 1 year of previous organizing or non-profit experience
- Bachelor's Degree or equivalent in a related field (environmental studies, sociology, communications, natural resource economics, public policy, planning, political science, environmental law)
- Ability to demonstrate knowledge and application of social, racial and environmental justice principles and theory
- Ability to work independently, meet deadlines, be accountable, be organized, conduct research and track results
- Ability to speak clearly and confidently in front of large groups and in new settings
- Oral and written fluency in a second language (preference Spanish)
- Competency with Word, Excel, Photoshop, Prezi/PowerPoint
- Ability to represent Beyond Toxics with professionalism and reliability.
- Ability to accommodate a flexible schedule that may involve travel, weekend and after hours commitments (if required and with advanced notice)

***See page two for qualifications, compensation and instructions to apply...***

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Applications accepted until the position is filled. Starting date: June 15-July 1, 2017, or negotiable.

### Qualifications Required

1 year of previous organizing or non-profit experience

A bachelor's degree or equivalent work experience

Ability to demonstrate knowledge of the theories and principles of environmental protection, especially as they relate to issues of environmental justice and the impacts on minority and/or lower-income groups and communities

Ability to work independently, be organized, conduct research and track results and meet deadlines

Ability to speak clearly and confidently in front of large groups or with new contacts

Familiarity with applications such as Word, Excel, Photoshop, WordPress (experience with email marketing)

Experience with social media and networking

Preference for a candidate with ability to speak and read Spanish fluently

Ability to represent our organization in a professional and reliable manner. Candidate must be willing to work on weekends or after hours if required with advanced notice.

### Compensation

This is a full-time position; salary commensurate with experience and organizational standards.

### To Apply

Applications accepted until position is filled. Preferable start date: June 15 – July 1.

Interested candidates must submit a cover letter, specifically stating how your knowledge, skills, and abilities relate to this position, a resume, a writing sample and three professional references. Do not send letters of recommendation until requested. Submissions should be sent by email to [info@beyondtoxics.org](mailto:info@beyondtoxics.org). Please reference "Environmental Justice Program Manager-2017" in the subject line.

Beyond Toxics is an Equal Employment Opportunity employer. Persons who represent diverse backgrounds are encouraged to apply.

Send resume, two letters of recommendation, three references and a writing sample to: [info@beyondtoxics.org](mailto:info@beyondtoxics.org).

Questions? **541-465-8860**

## About Us

Beyond Toxics is a statewide grassroots environmental justice organization. We work to guarantee a healthy environment, fair treatment and meaningful involvement of people of color, working class and frontline communities who experience disproportionate levels of toxicity in their communities. We do this by prioritizing the voices of these communities to expose the root causes of environmental pollution and seek meaning and lasting solutions by fully and equally participating in policy and regulatory decision making.

Read more about us: <http://www.beyondtoxics.org/about/>

Read what people have said about Beyond Toxics: <http://www.beyondtoxics.org/about/testimonials/>



Contact: [jobs@beyondtoxics.org](mailto:jobs@beyondtoxics.org) / **541-465-8860**