

DOLORES HUERTA FOUNDATION (DHF)

www.doloreshuerta.org

EQUALITY ORGANIZER & TRAINER JOB DESCRIPTION

ORGANIZATION OVERVIEW: The Dolores Huerta Foundation is a non-profit organization creating networks of healthy, organized communities pursuing social justice through systemic and structural transformation.

POSITION: The DHF seeks to hire a dynamic and creative Equality Organizer & Trainer to engage Latinx community members to establish a grassroots base of trained volunteers advocating to improve the climate for LGBTQ students and residents in Kern County.

RESPONSIBILITIES

1. Build a volunteer base of Bakersfield residents and students conducting a “House Meeting” campaign.
2. Establish committees to advocate for LGBTQ rights in the community and in schools while keeping abreast of local, state, and national LGBTQ issues.
3. Coordinate monthly General Meetings (community forums) to inform and activate the base.
4. Develop and implement a strategic advocacy plan to protect the rights of LGBTQ students.
5. Recruit and train volunteer activists in planning, facilitation, public speaking, advocacy, media, and outreach. Assist in co-facilitation of the DHF *Teens 4 Equality* (LGBTQ youth program).
6. Participate in collaborations with partner organizations, students, young adults, parents and allies working on LGBTQ equality, educational justice, immigration reform, health care access, etc...
7. Implement the following Civic Engagement activities:
 - (1) Advocate with local agencies and public officials.
 - (2) Advocate on state and national issues.
 - (3) Engage volunteer residents in non-partisan voter registration, education, Get Out The Vote (GOTV), and other outreach/mobilization programs.
 - (4) Lead Power Analysis and Campaign Development to address issues affecting underrepresented communities.

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8. Establish a media and communications plan to publicize projects and solicit community support.
9. Provide weekly written reports to document activities, updates, and results via staff meetings, conference calls and timely updates.
10. Update contacts on the DHF database on a weekly basis.
11. Assist in DHF fundraising efforts.
12. Other tasks as assigned.

QUALIFICATIONS:

The ideal candidate will have the following skills and experiences:

- Experience and passion for community organizing
- Experience in providing trainings
- Experience in working with LGBTQ community and demonstrated LGBTQ cultural competency
- A proactive solutions-oriented approach
- Excellent interpersonal skills (one on one and group dynamics), strong listening skills, and humor
- Patience and flexibility
- Strong collaborator and team player
- Written and spoken proficiency in Spanish & English
- Proficiency in Word, Excel, Outlook, & on-line navigation
- Self-motivated, resourceful, and creative
- Ability to work evenings and weekends
- Ability to adapt quickly to changing situations
- Excellent time management skills
- Self-confidence and self-assurance
- Car & insurance

EMPLOYMENT TERMS:

Location: Bakersfield, CA

Salary: \$36,000/year

Excellent medical, dental and vision benefits; Life insurance

Please send resume, cover letter, and 3 references to:

Camila Chávez, Executive Director

Dolores Huerta Foundation, PO Box 2087, Bakersfield, CA 93303 OR

humanresources@doloreshuerta.org, Fax: 661-322-3171