



Economic Justice Coordinator

Position: Economic Justice Coordinator

Employee of: Community Partners (fiscal sponsor)

Reports to: Economic Justice Manager

Hours and Compensation: This is a full-time position, compensated at an hourly rate of \$22-24 an hour

Status: Non-exempt position

Who We Are: ÓRALE is building and sustaining a thriving immigrant-led movement to end the criminalization of immigrants and secure bold protections and opportunities that allow immigrant communities to thrive.

Recent Accomplishments:

- UndocuFundLBC- distributed over 1 million dollars in direct financial aid to undocumented families affected by COVID-19.
- Long Beach Justice Fund- advocated for and won the implementation of universal representation in the city of Long Beach.
- Long Beach Liberation Fund- provided immigrant families with the bail to free their loved ones from Adelanto Detention Center.
- COVID-19 Relief Work- provided immigrant communities with real-time, on-the ground resource connection, culturally sound and cohesive Covid-19 education in Spanish regarding testing, vaccination, and booster information.

What We Do:

- ÓRALE supports the leadership development of immigrant leaders through political education, leadership programs, wellness resources, and shared advocacy.
- ÓRALE advocates and organizes to transform the systems and power structures (i.e. laws, budgets and policies) that impact our community.
- ÓRALE is a regional hub for information, services, and resources for the immigrant community.
- ÓRALE builds partnerships and is an integral force in local, state, and national coalitions that are advancing intersectional movements for justice.

The Position:

The ÓRALE Economic Justice Coordinator is responsible for coordinating our newly launched economic justice programming focusing on increasing pathways to economic mobility for the undocumented community, including entrepreneurship. The Economic Justice Coordinator will conduct outreach, recruitment, facilitation, and case management of economic justice program participants.

Essential Functions/Responsibilities: The key responsibilities of the Economic Justice Coordinator include the following:

- Coordinate and facilitate financial literacy and economic justice workshops
- Support the curriculum development of financial literacy and economic justice curriculum.
- Lead the case-management of program participants in our referral process to partners
- Support with logistics and facilitation of community and stakeholder meetings/workshops
- Support leadership development, recruitment and canvassing for ÓRALE's economic justice work
- Work with the Economic Justice Manager to assist and guide program participants in their entrepreneurship needs.
- Build and maintain working relationships with a wide-range of partners, including community leaders, local and state organizations, and public/private institutional leaders.
- Lead the implementation of quantitative and qualitative evaluation and reporting tools.
- Represent the organization in coalition meetings, workgroups and works collaboratively on joint efforts and campaigns with community organizations and coalition partners.
- Speak publicly on behalf of the organization at rallies, town halls, media and press conferences.
- Coordinate small-and large-scale community events, gatherings, and activities that build community awareness and engagement related to economic justice
- Lead project/campaign outreach and recruitment through activities such as door-knocking, surveying, follow up phone conversations, and house visits with potential leaders.
- Develop a strong working knowledge of immigrant rights and policies related to ÓRALE's projects and campaigns.
- Manage calendar, set goals, and create a weekly goal work plan.
- Work closely with the Communications team to elevate ÓRALE's economic justice work
- Any other economic justice related work will be assigned as needed.

- Facilitate team meetings, attends all staff meetings and all organizational related meetings including fundraising events.
- Attend check-ins with supervisor on a bi-weekly basis and as needed.

Desired Qualifications:

- Demonstrate commitment to social justice and immigrant justice
- High School Diploma and 3 years of work experience in issues such as immigrant rights and/or racial equity and case management.
- Respect for cultural diversity, sexual orientation, and religious backgrounds.
- Candidate must be team player, demonstrate good listening and empathic skills, be able to multitask and work under pressure.
- Strong oral and written communication, time management and organizational skills.
- Ability to analyze situations quickly and apply sound judgment
- Good interpersonal skills – ability to engage and build rapport with co-workers and regional/statewide partners.
- Experience working with immigrant communities.
- Adept at computer programs including Microsoft Word, Outlook, PowerPoint, Excel, and Google Suite.
- Bilingual, Spanish and English is a must.
- Must have reliable transportation, a valid driver's license and car liability insurance
- Work authorization required. DACA recipients are encouraged to apply
- Must be available for the implementation of programs and services on weeknights, and weekends.
- Must be a motivated self starter and have the ability to work independently as well as prioritize work and meet deadlines.

Physical Demands

- Able to work on a computer, including sitting at a desk, for extended periods of time with or without reasonable accommodation.
- Able to lift objects weighing up to 20 pounds.
- Able to stand, kneel or reach occasionally
- Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Work Environment

Currently, ORALE staff are working hybrid in the ongoing COVID-19 pandemic. This position will be required to be at the office two days a week in person. The position will be located in Long Beach, California.

Travel

- Travel within California may be required.
- Travel within the US may be required.
- Overnight travel may be required.

Why join the ÓRALE team?

- We offer generous health benefits, salaries, 403b retirement options, and a monthly cell phone stipend to all staff.
- Clear community focus: Our team gets to work with dedicated and growing community membership committed to the abolition of immigration detention and nurture immigrant leadership in our community.
- You'll be working with directly impacted staff who are dedicated and passionate about advocating for immigrant rights.
- ORALE will pay DACA renewals for impacted staff members.
- Every other Friday off to allow our team to recharge
- 11 paid Holidays, 2 Floating Holidays, Cumulative Vacation Time, Sick days; plus we are closed 3 weeks in December and one in the summer.

How to apply: Email a writing sample (this can be a presentation/paper you've created for a workshop) or send a video detailing your experience and the relevance to this position. Send a resume, a cover letter, and contact information for two people who are familiar with your work, experience, and character.

Send materials to: maribel@orale.org. Review of materials will begin on February 1, 2024. Job will remain open until filled.

If you are selected for an interview, our team will contact you directly.

Community Partners® is an equal opportunity employer committed to a diverse and inclusive workforce. In addition, the organization will consider for employment qualified applicants with criminal histories in a manner consistent with the requirements of the Los Angeles Fair Chance Initiative for Hiring. We welcome applicants from diverse backgrounds and seek to hire qualified staff who reflect the rich diversity of the community we serve.