

**Asian Pacific Environmental Network (APEN)
Job Posting**

CHINESE COMMUNITY ORGANIZER – Full-time

Position open until filled.

The Asian Pacific Environmental Network (APEN) is looking for a motivated, dedicated, and transformative organizer to build the power of grassroots Asian and Pacific Islander communities to advance environmental, social and economic justice. APEN was founded in 1993 to bring together a collective voice among diverse API communities to fight for the right of all people to a clean and healthy environment in which to live, work and play. Currently, the organization is embarking on an exciting and important member-driven statewide campaign to ensure that API immigrants and refugees most overburdened by environmental damage and the impacts of climate change are at the forefront in fighting for green, healthy, and just communities. APEN's key strategies are designed to build power necessary to make progressive change - base building and leadership development in Oakland Chinatown and the City of Richmond, leading a statewide APA climate coalition, building statewide electoral infrastructure, and waging campaigns to advance our environmental justice agenda.

POSITION SUMMARY

The community organizer is a member of our organizing team who supports Chinese community members to lead campaigns for social and climate justice. Through various strategies, the organizer supports members to get involved in the organization, deepen their skills and abilities, and build power through collective action. The organizer plays a crucial role in developing the leadership of our members to engage in advocacy, campaign, and electoral actions and providing interpretation and translation to make these processes accessible to monolingual members. This position is full-time, primarily based in our Oakland, CA office with potentially some time spent in our Richmond, CA office. The Campaign & Organizing Director will be the direct supervisor of this position; however, the organizer will work closely in a team with other staff organizers.

PRIMARY ROLES AND RESPONSIBILITIES

1. Plan and coordinate activities that engage members
 - Ensure member participation in various activities through phone calling, visits, etc.
 - Contribute to developing organizing systems and methods
 - Develop & implement meeting plans for various organizing activities
 - Interpret and translate activities & materials when necessary
 - Coordinate & implement logistics for various activities, including providing transportation, arranging childcare
 - Document & track the participation of members
2. Encourage and motivate members to develop their leadership potential
 - Support members to improve needed skills (public speaking, grassroots fundraising, critical thinking & analysis, campaign strategy, electoral phone-banking, etc.)
 - Work with members to deepen political consciousness (e.g. critical analysis of capitalism, racism, etc; understanding of the importance of grassroots organizing; shared commitment to vision; exposure to different justice issues; root cause analysis, etc.)
3. Recruit new members and new constituencies
 - Contribute to setting organizing goals and plans for recruitment
 - Conduct outreach and various activities to gain new members and new constituencies
4. With other staff and members, develop & implement campaigns and programs
 - Work with members to identify counter-hegemonic campaign demands
 - Plan and implement campaign goals & activities
 - Support members to lead campaign strategy & implementation

- Support the development of just climate change programs that benefit immigrant and refugee community members
- 5. Contribute to building a strong social justice movement
 - Build relationships, alliances, and coalitions to move campaigns
 - Share, learn, and exchange with other social justice allies
- 6. Support building the strength of the overall organization
 - Contribute to overall planning processes, including yearly & strategic planning
 - Participate in grassroots & foundation fundraising

QUALIFICATIONS

1. Commitment to the mission and principles of APEN and social justice
2. Fluency in Cantonese required, Mandarin proficiency also preferred. Confident with interpretation & translation
3. Experience working in the API community and social justice movement; community organizing experience strongly desired
4. Strong English communication skills (written & verbal)
5. Self motivated, responsible, proactive, and disciplined
6. Team-oriented, with a commitment to principled struggle
7. Willing to work some evenings and weekends
8. Willing to travel
9. Must have a valid driver's license and access to a car with valid insurance

SALARY & BENEFITS

The salary range is \$36K - \$48K, depending on experience. APEN also offers a generous benefits package which includes: health, dental, vision, and chiropractic/acupuncture coverage (domestic partner coverage available); vacation and sick time; and an opportunity to qualify for a sabbatical. APEN is a family-friendly employer.

APPLICATION PROCESS

Applications are due electronically to Timmy Lu, Operations Coordinator at apen@apen4ej.org and must include:

- Resume including chronological employment history
- Cover letter describing interest in the position, qualifications, salary history, and expectations
- Three references

Incomplete applications will not be accepted.

APEN is an equal opportunity employer. Women, people of color, queer, and gender non-conforming people strongly encouraged to apply.