**Organization and Program Background**

The Action Council of Monterey County was created in 1994 to address unmet needs of low-income residents as a result of welfare reform. Since that time it has evolved into a hub for social innovation, incubation, and cross-sector collaboration in the region. Action’s mission is to empower people to transform their communities and they do this by incubating leaders, innovative ideas, emerging organizations, and collaborative community action. This role presupposes a strong commitment to work with funders, policy makers and the community to facilitate change on critical issues. To this end it has incubated Building Healthy Communities, Mujeres en Accion and other grassroots organizations in the community.

Building Healthy Communities (BHC) was a 10 – year initiative of The California Endowment that cultivates assets in communities to improve health status and equity for all residents. East Salinas is one of the fourteen place-based sites within BHC that is looking at values and practice changes across systems (schools, healthcare, land use, justice system) and supporting community leadership to redefine health and identify solutions that are relevant to East Salinas. BHC supports the design of communities that are safe, healthy, while promoting community wellness and healthy economic opportunities. The work has now expanded across Monterey County which sparked the name change to Building Healthy Communities Monterey County (BHCMC).

BHC Monterey County is supporting local efforts to engage and develop the leadership capacity of community residents and systems to achieve equitable outcomes in health, education and economic opportunity for all people. The work is coordinated through Action Teams and the organizers lead issue specific Action Teams comprised of residents and Collaborative Partners working toward a policy and systems change goal grounded in a healing-informed racial justice framework.

BHCMC has a distinguished track record of facilitating community engagement opportunities and incorporating community voice into policies and decisions that impact their lives. The principal driver of this work is centering residents as assets and key stakeholders not just as recipients of services. BHCMC partners are engaging community-based organizing, supporting resident leadership and development, and developing effective community engagement and outreach strategies that are healing-informed and culturally rooted and through a health and racial equity framework. This work is guided by the BHCMC North Star, “Build voice and power for a healthy and inclusive democracy,” and system change goals: 1) Thriving leadership pathways for youth – dismantle the school to prison pipeline, and 2) A safe and thriving community for residents. These North Stars support a broader regional initiative - Toward a Racially Equitable Monterey County (TREMC), an ecosystem of institutions including community-based organizations, government, and philanthropy. The goal of this ecosystem is to build capacity across the institutions to collectively examine systemic root causes of inequities to craft solutions to achieving healing-informed racial equity. Action and BHCMC are working to become one organization moving forward.
POSITION OVERVIEW

Under the general supervision of the Regional Education Equity Director, the Education Lead Organizer (ELO) will be committed to ensuring that residents have a voice and leadership in addressing racial justice issues related to education and public policy in Monterey County. The ELO is committed to effectively engage multiple partners to advance a racial equity framework with policy or systems change outcomes, and assumes a high level of responsibility for connecting people from diverse constituency groups within the community around education related issues. The ELO is also responsible for lifting up the intersection of all BHC MC work with the education work.

The ELO is the staff responsible for supervising and supporting all organizers and interns focused on education. The ELO will be primarily focused on supporting the current base building and healing-informed organizing within education as well as its expansion/growth. The ELO has high-level skills and experience in community organizing, project management, group facilitation, group development, and conflict resolution. The ELO will be the connector for organizing work and racial equity for systems change work.

PRIMARY JOB FUNCTIONS

1. Coordinate and facilitate the growth and evolution of the Education Equity Action Team base-building work and team leads, with support from the Education Equity Director
2. Support and develop organizing efforts with a healing-informed racial equity framework
3. Cultivate working relationships among government agency staff, elected officials, residents, and any other relevant stakeholders in the community
4. Facilitate and coordinate community capacity building on racial equity and education leadership, advocacy and strategy
5. Leadership in Racial Equity and Systems Change in order to Dismantle the School-to-Prison Pipeline

SPECIFIC RESPONSIBILITIES OF THE JOB

1. Coordination and Facilitation of Education Equity and Justice Action Team

- Coordinate, Convene, and Facilitate the Education Equity Action Team composed of education organizers, leaders and other relevant stakeholders.
- Convene Education Equity and Justice Action Team Leads for overall BHC MC Education Equity vision and strategy building, cross-team capacity building, and communication
- Support the Education Equity and Justice Team to embody the work of Dismantling the School to the Prison Pipeline and build Black and Brown Power and Unity
- Oversee all education organizing and base building work across Monterey County (currently engaged in: Salinas, Seaside/Peninsula, Soledad and Greenfield)
- Identify opportunities to link the BHC Action Teams to each other and to external partners
- Assist in maintaining active communication between Education Equity Action Team and the rest of the BHC Team
- Maintain progress of Action Team and resident committee policy and systems change goals
- Use NationBuilder or new identified platform to monitor evaluation/progress of Education Organizers and support Action Team learning and evaluation goals in partnership with Learning and Evaluation Consultant
- Provide regular progress reports to the Support Team and relevant stakeholders on developments within the work being carried out
- Play a leadership role in the statewide Dignity in Schools Campaign (DSC) and the local Central Coast Movement Building (CCMB) efforts and statewide work
- Play a leadership role in building Black & Brown solidarity across Monterey County
- Play a leadership role in aligning efforts and engaging leaders from the Education Equity Action team to the Community Alliance for Racial Equity (CARE)

2. Community Organizing for Resident Leadership

- Oversee organizers as they coordinate and facilitate the growth and evolution of their resident committees
- Support base-building and healing-informed organizing capacity of organizers and interns
- Support the development and implementation of each education resident committee strategy chart (strategy and tactics to advance the goals and vision of the teams), including the development and implementation of budgets campaigns
- Support the development, implementation, and progress of organizer work plans
- Utilize a healing-informed community organizing framework to approach the work
- Regularly set-up one on ones with residents and potential leaders
- Support organizers to identify and engage resident leaders interested in education to advance along a resident leadership ladder
- Coordinate with the Support Team to track the progress of resident leaders toward the founding of a regional collaborative for public policy decision-making
- Expand resident engagement and support organizers to develop leadership development opportunities to shift policies and practices
- Oversee and manage consultants working on education organizing work
- Support personal and professional leadership development of education organizers
- Conduct yearly evaluations for organizers and interns

3. Strategic Relationships

- Cultivate and maintain working relationships with a diverse set of stakeholders (residents, CBO’s, government, funders, etc.) in Monterey County toward supporting the implementation of an inclusive decision-making culture within education
- Play a role in external communications regarding Education Equity and Justice events and initiatives as needed

4. Capacity Building, Advocacy and Education

- In collaboration with the Regional Education Equity Director, support in engaging and building capacity of system leaders in modifying practices, policies and culture to advance racial equity and justice
- In collaboration with Learning and Evaluation Consultant support the development of capacity building trainings, offer analysis to support shift towards equitable budgets and decision making in education
- Support the development of opportunities for expanding knowledge and expertise in areas related to Action Team issues, as needed
- Support organizers and leaders to engaged in fundraising strategies in collaboration with the Fund Development Director and Support Team
- Support the leadership development of interns to move across the leadership ladder

### 5. Leadership in Racial Equity & Systems Change

- Maintain a working knowledge of racial equity practices to engage system leaders in modifying practices to advance racial equity and justice
- Engage a framework for understanding and disrupting structural bias and inequities and actively apply it to the work in the community
- Participate in relevant trainings, events, and conferences as needed and represent BHC MC
- Represent BHC MC on decision-making tables, and in the media, as relevant
- Work in collaboration with the Support Team and specifically the Learning and Evaluation Consultant to develop and implement evaluation/reflection plan

### Requirements

- 3+ years of experience in community organizing
- 2+ experience in education and policy advocacy
- 2+ years of experience of supervising staff
- 1+ years of experience facilitating meetings and/or workshops using collaborative and participatory methods
- 1+ years of experience managing projects
- 1+ years working with community members and with systems leaders
- Experience as a lead organizer preferred

### Skills/Abilities

- Bilingual English and Spanish
- Basic computer skills (Google Applications, social media (FB, twitter, Instagram)
- Active knowledge and interest in racial equity, public policy and systems change
- Ability to manage multiple tasks and projects
- Flexibility of schedule, ability to work some nights and weekends
- Ability to create and foster a supportive learning environment
- Creative thinker and problem-solver who is also open to the insight of others
- Friendly communications skills in person and over phone
- Comfortable and skilled at facilitating difficult conversations and managing conflict
- Active listening skills, including the ability to summarize or articulate key points
- Ability to give, receive and incorporate constructive feedback
- Ability to translate complex information to diverse audiences
- A willingness to deepen healing informed practices

### Physical Demands

- The employee should be able to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
- While performing the duties of this job, the employee is frequently required to sit, talk and hear, use hands, handle, feel or operate objects, tools, or controls; and reach with hands and arms. The employee is occasionally required to walk.
- Able to lift 30-pound box and carry it 100 feet; push a hand truck/dolly with a load of 150 pounds a distance of 100 yards; and access items on shelves in files located 0 to 60 inches above the floor.
- Specific vision abilities required by this job include close vision and the ability to adjust focus.

**Benefits:** Benefits include Medical, Dental, Vision and 403(b). We also provide competitive vacation, sick leave, 15 paid holidays, and an Organizational Rest. Benefits are available when an employee completes the introductory period and meets eligibility.

**How to Apply:** Please submit a cover letter, resume and names with contact information of three job references to naomy@actioncouncil.org.

**Application deadline:** Until filled, priority screening deadline June 19, 2023.

**Classification:** Manager I