



Part-time Organizer – Contract Position

The New Mexico Environmental Law Center (NMELC) is seeking to hire a part-time organizer to support client focused outreach and advocacy efforts in advancing environmental justice. This is a contract position starting July 2023 to November 2023. **Black, Indigenous, People of Color (BIPOC), women and LGBTQ+ candidates are highly encouraged to apply.**

JOB SUMMARY:

The organizer is responsible for working with NMELC staff, legal team, and clients in developing grassroots support, strategies, and engagement focused on specific casework. **We are looking for an individual who ideally has a connection with the Mountain View neighborhood and/or greater South Valley community and who is knowledgeable about environmental justice issues.**

JOB LOCATION: Albuquerque, New Mexico

COMPENSATION: This is a part-time contract position with an hourly pay of \$20 to \$22 depending on experience, up to 20 hours per week, July 2023 to November 2023.

DUTIES AND RESPONSIBILITIES:

- Primary duty is to work with NMELC staff, legal team, and client groups in supporting organizing, outreach, and advocacy efforts related to specific casework
- Work closely with NMELC staff, legal team, and client groups to develop organizing and outreach strategies that increase larger community engagement and participation
- Attend ongoing NMELC client meetings
- Create informational materials that help to increase public awareness and greater engagement
- Support fundraising efforts by helping to coordinate fundraising events
- Prepare and present updates to staff, clients, community, and larger public
- Foster and cultivate strong relationships with NMELC staff, legal team, clients, ally organizations, and larger community

REQUIRED QUALIFICATIONS:

- Must embrace the New Mexico Environmental Law Center's mission and be dedicated to working alongside clients on environmental justice issues
- Knowledge of and commitment to the importance and integration of diversity, equity, and inclusion (DEI) initiatives and practices
- Knowledge of environmental justice and social justice issues
- Strong computer skills

- Knowledge on how to use social media platforms as outreach and public engagement tools
- Ability to communicate effectively with a diverse group of clients, community partners, and staff, as well as nonprofit, government, judicial, and business members
- Experience working in coalitions and community-based advocacy organizations
- Excellent listening skills and ability to facilitate consensus-based decisions

PREFERRED QUALIFICATIONS:

- Connection with the Mountain View Neighborhood and/or larger South Valley community
- Bilingual (English/Spanish)
- Experience working with diverse populations including LGBTQ+, frontline, *colonias*, rural, and Black, Indigenous, People of Color (BIPOC) communities
- Strong interpersonal communication and public speaking skills
- Familiar with and committed to the Jemez Principles of Democratic Organizing and Environmental Justice Principles

EDUCATION AND EXPERIENCE:

- Environmental justice/social justice education, background, and/or experience
- Community organizing background and/or experience

PHYSICAL REQUIREMENTS: Prolonged periods of sitting at a desk and working on a computer. Ability to lift up to 25 pounds at a time. Periodic ability to travel long distances, and participate in events outside regular work hours.

APPLICATION DEADLINE: Open Until Filled - Priority Hire. If interested, please send complete application as soon as possible.

Applicants should submit a resume, cover letter, and three references electronically to Dr. Virginia Necochea, Executive Director at vnecochea@nmelc.org. All required documents must be submitted electronically. Interviews may be conducted via Zoom.

NMELC is an Equal Opportunity Employer and does not discriminate in employment on the basis of race, color, religion, sex (including pregnancy and gender identity), national origin, political affiliation, sexual orientation, marital status, disability, genetic information, age, membership in an employee organization, retaliation, parental status, military service, or other non-merit factor. Persons of color, women, LGBTQ+, and candidates from historically underrepresented groups are highly encouraged to apply.

Learn more at www.nmelc.org.