



## **Community Organizer (Hourly)**

For over 30 years, the Northern Manhattan Coalition for Immigrant Rights (NMCIR) has been providing high quality, trustworthy immigration-related legal services to the immigrant community. NMCIR is a non-profit organization founded in 1982 to educate, defend and protect the rights of immigrants, through direct services, civic engagement, community organizing and advocacy. NMCIR is committed to providing the non-citizen immigrant community in the tri-state area with legal immigration services, including assistance with citizenship, residency, and family-based petitions; educational support; and, advocating around detention and deportation.

### **Position Description:**

The Community Organizer will be responsible for organizing community members on immigration issues, with a focus on those who have been impacted by detention and deportation. They will work closely with the Executive Director, NMCIR's member leaders, organizational partners and allies throughout New York City. The Community Organizer requires self-confidence, initiative, and an open-minded outlook with a desire to constantly grow and learn. They must be open to receiving and offering feedback. They are at ease in varied social situations and community environments. They must be very good at working in a team and independently. They must demonstrate a passionate commitment to social justice and to the idea that community members can play important leadership roles in the struggle to preserve and expand the rights of immigrants. They must be a "people person" who interacts with community members with care and compassion.

### **Duties and Responsibilities include but are not limited to:**

- Becoming knowledgeable on the issues that affect immigrants in our community
- Recruiting members and developing member leadership through various means (community outreach, campaign work, education)
- Organizing and facilitating regular membership meetings
- Working with the organizing team to sustain and foster relationships with local, state, national and international institutions and allies
- Participating in conferences and trainings
- Drafting press releases for related events, conducting media outreach and updating and maintaining media contacts



- Working some evenings and weekends
- Participating in proposal writing to sustain and grow the immigrant rights project

### **Qualifications and Experience:**

They must have minimum three to five year(s) experience organizing and working with immigrant communities. They must be fully bilingual Spanish and English (read, write and speak) and able to make a 2-year commitment. Familiarity with Microsoft Word, Excel and Powerpoint a plus.

**Reports to:** Executive Director

**Salary & Benefits:** Commensurate with experience

### **How to Apply:**

Send a cover letter and resume (English and/or Spanish) attention to Angela Fernandez, Executive Director, NMCIR, via e-mail at [team@nmcir.org](mailto:team@nmcir.org) with the subject line: Community Organizer. Please describe in your cover letter why you are the best candidate for this position and why this work is appealing to you.