



Community Organizer Job Description

Job Summary: Maine Equal Justice (MEJ) is committed to working with directly impacted communities to make change through public policy, impact litigation, direct legal services and community organizing. The Community Organizer works under the direction of the Organizing and Community Outreach Director to develop effective campaigns with directly impacted community members, MEJ's statewide action network, and ally organizations. The position works with MEJ staff and Equal Justice Partner Circle members to identify the issues that matter most to low-income communities in Maine, develop relationships in those communities and build a leadership team of passionate advocates ready to work for change and develop creative strategies to win.

Representative Tasks:

- Identify, recruit and support community members impacted by poverty and economic injustice to lead on our campaigns, with intentional outreach to communities facing the greatest barriers;
- Support and grow our Equal Justice Partners Circle, a statewide team of low-income advocates working for change, with a focus on recruitment in Kennebec County;
- Plan and carry out activities and events that build our organizing work like days of action, training, public hearings, constituent meetings with legislators and other activities;

- Support and coordinate story collection activities with community partners;
- Work with our legal services team to identify and engage potential advocates through our direct legal aid services;
- Effectively communicate with our network of community members and ally organizations through one-on-one meetings, group meetings, phone conversations, email and digital organizing;
- Work with the Communications Director to increase the organization's traditional and social media presence with messages that educate the public about key issues, engage everyday people in solutions and shift the conversation about the root causes of poverty in Maine;
- Work with the MEJ Action Network, Equal Justice Partners Circle and other allies to engage and empower low-income voters;
- Provide administrative support for all aspects of the position, such as tracking and managing volunteer engagement through the Maine Equal Justice database and the Voter Action Network.

Knowledge, Skills, and Abilities:

- The ideal candidate is passionate about community organizing, movement building, and racial and economic justice. We value previous organizing experience.
- Ability to engage community members one-on-one, run meetings and trainings, and facilitate leadership teams to build community, plan, make decisions and take collective action together.
- Committed to meeting community members where they are, whether that be at their door, in their neighborhood, at community events, on the phone, via text and online. A commitment to both in-person and digital organizing methods.

- A high level of self-motivation and a proven ability to work independently as well as collaboratively.
- Ability to work well with diverse groups and populations;
- Dedication and ability to work flexible hours.
- Strong communication and interpersonal skills. Committed to positive leadership toward common goals.
- Bilingual Fluency (Somali, French, Portuguese, Arabic, Spanish) is a plus.
- Driver's license and vehicle; must be able to travel throughout the state as needed (mileage reimbursement provided);

Necessary Qualifications

- Commitment to Maine Equal Justice's mission
- Ability to think strategically and solve problems collaboratively
- Demonstrated ability to work as a member of a team
- Experience working in economic, racial or social justice campaigns
- Strong, clear writing skills
- Prior experience working with digital organizing platforms a plus

Salary and Benefits: Salary range of \$45,000 to \$50,000 annually based on experience. Health and dental insurance is provided, with premiums and deductibles mostly covered by employer. MEJ offers retirement accounts with an annual employer contribution, generous vacation time (employee accrues three weeks' vacation in first year of employment), generous sick time, and 14 paid holidays per year.

To Apply: Submit a letter of interest and a resume addressed to Robyn Merrill, Executive Director, and emailed to jstearns@mejp.org (PDF's preferred). Applications will be accepted until December 14, 2021. More information about Maine Equal Justice can be found at www.MaineEqualJustice.org. We encourage people of color, members of the LGBTQ community, and those with lived experience of poverty to apply. Maine Equal Justice is an Equal Opportunity Employer.

