The East Colfax Community Collective (ECCC) is a newly formed grassroots, community led organization of local non-profits, immigrants, refugees, small business leaders, renters, homeowners, and the allies that support us whose mission is to ensure that policy decisions in East Colfax are driven by the diverse community members that call East Colfax home. The Collective advocates for equitable and inclusive engagement with the East Colfax community in all policy spaces that prioritizes giving those who are most impacted by policy decisions a seat at the table to have agency over our own lives.

The ECCC was formed in October of 2019 and we are excited to announce that we are looking to hire our 1st full time Community Organizer to lead our base building and advocacy campaigns around affordable housing and development in the East Colfax corridor. This position will be open until filled. All applicants are invited to send a cover letter and resume to eastcolfaxcommunitycollective@gmail.com by July 3rd to be considered for this position. Applicants who are invited to interview will be asked to provide contact information for two references.

COMMUNITY ORGANIZER JOB DESCRIPTION: ECCC’s community organizer will be in charge of building the base and power of the ECCC to advance our housing policy campaigns that include:

- EAST AREA PLAN: The ECCC is currently organizing to increase the level of affordable housing and anti-displacement protections for communities of color and low income households in the the 20 year development vision for the East Colfax Corridor, the East Area Plan (EAP).
- NEIGHBORHOOD DEVELOPMENT PLAN: The ECCC is working in collaboration with the East Colfax Neighborhood Association and other ECCC nonprofit members to create an neighborhood development plan independent of the EAP to ensure our community has the space to build a vision for our community grounded in our values of inclusivity and language justice;
- EAST COLFAX TEMPORARY RENTAL AND UTILITY ASSISTANCE (TRUA) ACCESS CAMPAIGN: The ECCC is leading an effort to ensure all residents in East Colfax who are not English/Spanish speakers can access and receive assistance through the City of Denver’s TRUA program. Through this campaign we are engaging the diverse community members of our neighborhood and building the base of our organization for advocacy campaigns.
- DENVER URBAN RENEWAL AUTHORITY (DURA) AND DEVELOPMENT ACCOUNTABILITY: The ECCC is organizing to ensure that the diverse residents of East Colfax have a voice in approving any projects that are proposed through DURA and the Urban Renewal Area that was approved for East Colfax in the summer of 2019. We are also actively monitoring other developments that are proposed or ongoing in the neighborhood and advocating for equitable engagement with community residents to ensure these projects meet our communities’ needs and do not displace our neighbors.
• **LANGUAGE JUSTICE CAMPAIGN:** ECCC has a goal of ensuring that 100% of ECCC meetings have interpretation available for immigrant and refugee leadership of the ECCC.

**Core Responsibilities:**

- **Commitment to Anti-Oppression and Equal Access**
  ○ All ECCC staff are expected to receive foundational and ongoing anti-oppression training.
  ○ Organizers must be ready to advocate to correct issues of equity in access in all policy and community spaces in which ECCC operates.

- **Meeting Facilitation**
  ○ Coordinate turnout and facilitate agendas for ECCC community meetings
  ○ Coordinate turnout and facilitate agendas for language group check-ins to ensure equal participation of immigrant and refugee ECCC Leadership
  ○ Ensure all ECCC spaces have adequate interpretation present

- **Strategic Campaign Organizing and Management**
  ○ Coordinate with ECCC nonprofit and individual membership at ECCC meetings to develop strategy and demands for ECCC policy campaigns.
  ○ Mobilize ECCC members at critical moments of local and state policy campaigns to ensure the full community of East Colfax is represented.

- **Management of East Colfax TRUA Access Campaign**
  ○ Coordinate with TRUA Access Community Navigators, Quality Control Volunteers, Document Manager and ECCC Director to delegate and follow-up on TRUA cases.
  ○ Ensure ECCC is accountable to community and manage volunteers and paid Community Navigators to ensure they are following through and completing TRUA applications

- **Base Building and Leadership Development**
  ○ Conduct one on one, small group, and house meetings with Core ECCC membership to develop their leadership and proposition them into leadership roles within the organization
  ○ Empower ECCC membership to take ownership of ECCC Campaigns and through activating base grow leadership of individual members

- **Grassroots Fundraising:**
  ○ Meet grassroots fundraising goals of the ECCC and use fundraising as an opportunity to build the base and buy-in for ECCC’s work.
  ○ Cross coordination with ECCC Business Organizer at critical campaign and planning moments

**CORE SKILL SET AND EXPERIENCES:**

- 100% follow through on commitments
- Empathy and Humility
- Powerful Communicator/Motivator
- Ability to work in partnership and coalition with diverse community members
- Meticulous organization and attention to detail
- Ability to multi-task and move many issue campaigns/projects simultaneously
- Passion and love for East Colfax
- Demonstrated outstanding verbal and written communication skills
- Organizational and problem-solving skills
- Ability to exercise initiative and decision-making
- Ability to work independently
- Demonstrated ability to work with people from diverse backgrounds and skills in a team-oriented work environment
- Two years working or volunteering experience with communities of color, indigenous peoples, LGBTQ, immigrants or refugees
- Preference will be given for candidates that are Bilingual in English and one of the following languages: Burmese, Karen, Amharic, Spanish, French
- Preference will be given to candidates who live in or have a business in the neighborhood of East Colfax

**SALARY AND BENEFITS:**
- Position is 40 hrs/week with flex time policy
- Health and Dental Insurance
- Paid Time Off (Vacation and Sick Leave)
- Starting salary of $45,000-$55,000 depending on previous organizing experience

ECCC is an equal opportunity employer and dedicated to a policy of non-discrimination and equal opportunity for all employees and qualified applicants. People with disabilities, immigrants and refugees, people of color, indigenous people, and LGBTQ candidates are encouraged to apply.

**Working Conditions:** Work is performed about half in an office setting and requires sitting for extended periods, and half out in the community traveling. As such, it may include walking, standing, lifting up to 30 pounds, carrying, pushing, pulling, bending, reaching, climbing, balancing, stooping, and kneeling. Work also includes manual dexterity for typing/operating computer, holding, grasping, and turning objects. Work also requires the ability to speak and use normal or aided vision or hearing.