



## **Neighborhood Community Organizer 2017 (This is a full time position)**

Lawrence CommunityWorks (LCW) is a nonprofit community development corporation that weaves together community planning, organizing, and asset-building efforts with high-quality affordable housing and commercial development to create vibrant neighborhoods and empowered residents. By facilitating conversations and action on community priorities, LCW engages partners and a network of youth and adult residents in opportunities to move themselves and the city of Lawrence forward.

### **Position description:**

The Community Organizer works collaboratively with residents, LCW members, staff, and community partners to facilitate the design and implementation of relationship-driven civic engagement opportunities that promote the enhancement of the social capital needed to provide the spark for individual and collective actions aimed at improving the quality of life in the City of Lawrence.

### **Duties and responsibilities include:**

- Support LCW's neighborhood network building strategies.
  - Design and implement neighborhood canvassing and door knocking activities
  - Coordinate all aspects of LCW's NeighborCircles (NC) approach – Connecting neighbors to support one another in self-identified and led neighborhood improvement actions/projects
  - Recruit, train and supervise volunteer leaders to assist in the implementation of civic engagement and neighborhood initiatives including NC facilitators.
  - Work in collaboration with residents to follow-up and implement strategies that address neighborhood and community issues and concerns, i.e. crime, infrastructure, trash, etc.
  - Coordinate monthly neighborhood safety meetings between the Lawrence Police department and neighborhood residents.
  - Assist with resident turnout and mobilization as needed
- Support LCW's Tenant Network building efforts
  - Design and implement all activities aimed at creating deeper connectivity and sense of community among tenants of LCW properties. (See neighborhood network building strategies)
- Assist the Real Estate (RE) Department in the implementation of community planning processes to support RE projects and LCW community development projects
- Organize and support resident and member led education and/or mobilization campaigns and activities that address community issues that could include:
  - Immigration issues
  - Income and wage equality
  - Civic engagement - voter registration, education and mobilization
  - Other community identified issues
- Facilitate civic engagement trainings and workshops
- Other relevant duties as deemed necessary by the LCW membership and senior management.

**Qualifications:**

- **Passion for positive community change through community empowerment and collaboration.**
- **Ability to listen to and see the strengths and skills of community members and to utilize them to bring about collaborative community change.**
- Ability to be flexible and creative in identifying community/resident priorities
- Post secondary education and/or three to five years of experience in community organizing preferred
- Able to work collaboratively with people of diverse backgrounds
- Strong, interpersonal, speaking, writing, and group facilitation skills
- Ability to work nights and weekends when needed
- Familiarity with city, state and federal legislative bodies, agencies, and political issues is helpful
- Able to manage various tasks/projects at once
- Proficiency in Microsoft Office and social networking technologies
- Fluent in Spanish and English; bicultural a plus

Please send resumes and a brief cover letter to: N. Pagan, Human Resources, LCW, 168 Newbury Street, Lawrence, MA 01841 or [npagan@lawrencecommunityworks.org](mailto:npagan@lawrencecommunityworks.org) with the subject line "Neighborhood Community Organizer."