



1010 S. Cascade Ave, Suite A1, Montrose CO 81401
www.hapgj.org • (970) 249-4115

Date: July 29, 2019

Job Title: Community Organizer

Location: Grand Junction, CO - Mesa County

Reports to: HAP Executive Director

Classification: Full-time, Exempt Position

Organizational Background: The **Hispanic Affairs Project (HAP)** is a grassroots organization serving the immigrant community in Western Colorado, primarily in Mesa, Montrose and Gunnison counties. Our Mission is to promote the social integration of the immigrant community in Western Colorado through leadership development, community organizing, and providing key services. Our Vision is for Western Colorado communities to be places where cultural diversity is celebrated, and where immigrants actively contribute to change for a more just and equitable society. HAP programs include:

- Advocacy-Policy Education
- Combating Human Trafficking
- Community Resources
- Immigration Legal Assistance
- Migrant Farmworker/Shepherd Outreach
- Sexual Assault & Domestic Violence Prevention
- Welcoming Colorado Initiative

Position Description: HAP is looking for a Community Organizer who will advocate for and organize alongside Latinx communities on local issues and initiatives that advance equity and inclusion. Additionally, the Organizer will drive local civic engagement programming and campaigns to promote active participation of the Latinx community in diverse community initiatives. We are looking for a highly motivated individual with organizing experience, strong attention to detail and ability to meet organizational goals.

Job Responsibilities:

The Community Organizer will be responsible for the following:

- Revitalize HAP's Local Action Committee through the development of a new community leadership structure based on community interests and issues.
- Work with leaders on local organizing initiatives prioritized by the community.
- Support local, state and federal policy-advocacy efforts as they pertain to the immigrant community.
- Coordinate with HAP's Legal Assistance Program Coordinator to organize citizenship mini-clinics and provide information about legal immigration assistance services and fraud prevention.
- Support USCIS naturalization ceremonies and voter registration drives.
- Lead and promote voter engagement activities to engage New Americans in local elections.

- Support 2020 Census education and outreach to educate the community about participation in the upcoming census.
- Participate in and provide support for strategic local advocacy and organizing collaborations.
- Represent HAP in community events as needed.
- Provide community resources and guidance to community members and maintain a presence in HAP's Grand Junction office.
- Attend and support organizational fundraising events.

Qualifications:

- Shares HAP's commitment to advancing equity, inclusivity and justice.
- Familiarity with grassroots organizing, advocacy techniques, voter engagement, and community engagement is strongly preferred.
- Ability to complete directed tasks and carry out a multi-faceted work plan.
- Experience working with immigrant and Spanish-speaking communities.
- Capacity to listen and communicate in a way that builds trust with the community.
- Demonstrated leadership capability and ability to work well with a wide variety of people and organizations.
- Excellent organizational and group facilitation skills.
- Ability to work independently as well as in a team.
- Capacity to troubleshoot and problem-solve.
- Fluent in spoken and written English and Spanish.
- Familiarity with email, Microsoft office, and social media.
- Must be willing to work irregular hours, evenings and some weekends with occasional travel across the region as needed. Personal vehicle and cellular phone required.
- Ability to work with sensitive, confidential information appropriately.

Compensation and Benefits: Full-time (40 hours/week) position, compensation based on experience. Full medical benefits and 403(b) retirement plan.

To Apply: Submit your letter of interest, resume, and three references in word or pdf to ricardo@hapgj.org with "HAP Community Organizer" in the subject line by August 30, 2019.

Visit www.hapgj.org to learn more or contact Ricardo Perez at (970) 417-6127 or ricardo@hapgj.org with questions.

HAP is an advocate of affirmative action and welcomes applications from all backgrounds, particularly from people of color; women; LBGTQ people; immigrants or refugees; people with disabilities; and people from low- or moderate-income backgrounds. HAP does not discriminate in its employment decisions on the basis of race, creed, color, ethnicity, national origin, religion, sex, sexual orientation, gender, gender identity/expression, age, height, weight, disability status, veteran status, military obligations, marital status, policy party affiliation, or on any other basis that would be in violation of any applicable federal law.