PART-TIME COMMUNITY ORGANIZER  
March 2022

The Public Interest Law Center is seeking a part-time community organizer through the end of 2022 to support the Law Center’s work in housing. This position may transition to become full time and permanent depending on available funding for fiscal year 2023.

The Public Interest Law Center (“the Law Center”) is a nationally renowned public interest law firm whose mission is to use high-impact legal strategies to advance the civil, social, and economic rights of communities in the Philadelphia region facing discrimination, inequality, and poverty. We combine targeted litigation, legal advice, community education, advocacy, and organizing to secure people’s access to fundamental resources and services, including a high-quality education, health care, housing and community services, employment, a healthy neighborhood and the unencumbered right to vote. We accomplish our mission in partnership with a robust network of pro bono partners, community partners, volunteers and other essential stakeholders. The Law Center strongly values equity, inclusion, achieving racial and social justice, and empowering client communities through our high-impact work.

In support of the Housing Team, the Organizer will work alongside our Tenant Organizer and Community Lawyer to grow the membership of Renters United Philadelphia. Launched within the Public Interest Law Center in March of 2020, Renters United Philadelphia organizes and educates renters to fight for their rights to quality housing in the streets, in the courts, and in City Hall. You can learn more here: www.rentersunitedphiladelphia.org
FUNCTIONS AND RESPONSIBILITIES
- Recruit renters to participate in and join Renters United Philadelphia
- Perform outreach through flyering, outdoor door-to-door canvassing, phone calls, text messages, and social media
- Develop the leadership skills of renter leaders
- Support the development of and facilitation of building meetings/assemblies and direct actions
- Track leadership in digital databases

DEMONSTRATED EXPERIENCE
The ideal candidate will have experience in a working class, base-building organization carrying out canvassing and outreach, relationship building, turnout efforts and direct action development. They will have an understanding of systemic inequities, a commitment to housing justice, and relevant lived experience.

PREFERRED QUALIFICATIONS
- 1-3 years of base-building experience in community, faith-based or labor organizations as paid staff or core volunteer working with teams and supervising volunteers
- Experience building relationships, moving people to action, and building consensus
- Demonstrated awareness and sensitivity to the needs and concerns of individuals from diverse cultures and backgrounds
- Strong written and oral communications skills
- Proven ability to work independently and proactively
- Meeting facilitation skills
- Ability to handle multiple tasks, projects and deadlines
- High degree of emotional intelligence
- Spanish language proficiency preferred but not required
- Familiarity with Microsoft Office Suite and digital databases for tracking membership and events

WORK ENVIRONMENT
This position operates in a hybrid office environment as well as off-site locations. The employee must be located in the Philadelphia area and available some evenings and weekends. The employee must be able to work outdoors for several hours at a time while canvassing multiple days per week.

The Law Center does require that all employees, including new employees, be fully vaccinated and boosted. The Law Center will require proof of COVID-19 vaccination and booster at time of hire. If you require more information on our policy, please contact us.

COMMITMENT TO DIVERSITY, EQUITY AND INCLUSION
The Public Interest Law Center is an equal opportunity employer. We are committed to ensuring a workforce that embraces and embodies the values of inclusion, belonging, cultural humility and mutual respect. We are eager to receive applications from people of all diverse backgrounds
including, but not limited to, people of color, people with disabilities, people who have experienced poverty or homelessness, and members of the LGBTQ+ community.

The Law Center invites all applicants to include in their letter of interest a statement about how your unique background and/or experiences might contribute to the diversity, cultural vitality, and perspective of our organization, client communities and overall work in housing and environmental justice.

The Law Center is committed to protecting the safety of children.

**COMPENSATION AND BENEFITS**

*This is a temporary part-time position that may extend to a full-time position depending on available funding. The employee is expected to work 17.5 hours per week.*

The yearly salary for a candidate who meets the preferred qualifications is $25,000 and the expected hours of work are 17.5 hours per week. This position is part-time and temporary and as such, partial benefits are offered. The employee will be eligible to enroll in our employer medical and dental plan, will get all federal holidays currently in the employee handbook, and will be eligible for five (5) days of paid time off (PTO).

**HOW TO APPLY**

Please submit via email a resume, a letter of interest that describes your relevant experience and why you would be a good fit for this position at the Law Center, and contact information for at least three professional references to Leanne Almeida, Program Coordinator: lalmeida@pubintlaw.org. If possible, please format your materials as a single PDF file.

Applications will be accepted on a rolling basis, with preference given to candidates who submit their application by April 5, 2022. Interviews for the position will commence the week of April 11, 2022.