



Virginia Interfaith Power & Light
1716 East Franklin St.
Richmond, VA 23223
757-268-8810 • kcrawford@vaipl.org
www.vaipl.org

Job Description: Faith Community Outreach Coordinator

Job Summary:

Virginia Interfaith Power & Light (VAIPL) is seeking a Faith Community Outreach Coordinator. This position is full-time, limited duration with flexible scheduling (must be willing to work occasional weekends and evenings). The coordinator will assist in outreach to, education and mobilization of faith communities and people of conscience through events such as climate justice workshops and dialogues. The coordinator will focus on communities of color in the Southside of Virginia to build relationships with faith communities and assist in providing them with resources that will support them in communicating to decision-makers the moral imperative to take action on climate through petition drives, phone calls, educational visits to decision-makers, and earned media such as letters to the editor and Op-Eds.

This position is dependent on grant funding and based in Richmond. Starting salary of \$32,000 per year. Benefits include paid vacation, paid holidays, paid sick days, and a health care benefit.

Coordinator Responsibilities and Duties:

- Assist with recruitment and training and guidance of volunteers/interns.
- Maintain and create new relationships with strategic allies, partners, faith and grassroots organizations on the ground by collaborating on programming and projects such as planning events/training/workshops to carry out VAIPL's mission and vision.
- Represent the organization to the public and key stakeholders as well as conduct workshops/training/events/conferences/dialogues.
- Assist to sustain and grow programs and services expanding the VAIPL vision and mission.
- Assist to ensure performance goals are met and set.
- Participate in strategic planning.
- Assist to plan and implement the annual calendar of activities including fundraising initiatives, special events, and the year-end fundraising letter and initiatives for VAIPL's general operations.
- Create resources and presentations for meetings and workshops.
- Engage community through actions (phone calls, educational visits, sign a petition, sign-on letters, etc.) towards decision-makers.
- Assist with obtaining press hits such as letters to the editor, op-eds, and event coverage.

Qualifications:

- Bachelor's degree or equivalent experience
- 1-3 years work experience

To apply, send a resume and cover letter to kcrawford@vaipl.org with the subject line "Applicant – Faith Community Coordinator".



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- Significant experience and track record with: advocacy work, coordinating programs, community organizing, advocacy
- Passion for Creation care and building interfaith community through faith-based activism

We'd love it if you also:

- Have experience working with communities of color and other communities most impacted by climate change
- Speak Spanish
- Have an interest in organizational development and management
- Have experience as an active leader in a religious community — with or without seminary training
- Have relevant relationships in the Richmond and Southside areas
- Bring experience with state-level legislative campaigns and/or federal advocacy
- Have experience supervising someone
- Have technical knowledge of environmental topics like environmental justice, climate change, energy efficiency, solar, etc.

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