

ABOUT US

Virginia Interfaith Power & Light (VAIPL) envisions overcoming the climate crisis, eradicating environmental and social injustices, and living in a just, thriving, and equitable world. VAIPL, a nonpartisan organization, collaborates among people of faith and conscience to grow healthy communities by advancing climate and environmental justice. VAIPL is a regional affiliate of the national organization Interfaith Power & Light. Our office is located in Richmond, VA; however, our campaigns and outreach encompass the state of Virginia.

VAIPL seeks an energetic, creative, and experienced professional for our **Field Outreach Coordinator** position. This position will play a key role in our local and statewide campaigns to advance the mission and vision of VAIPL. The ideal candidate is a leader, self-motivated, flexible, professional, and capable of managing their workload and prioritizing tasks in a non-profit environment. Regular travel within Virginia is required.

This role is primarily responsible for outreach and coalition building to promote VAIPL campaigns and initiatives and educate communities and faith leaders on the relevance of Environmental Justice. This position is not a remote (or hybrid work) position. The role will [primarily] work out of the Richmond office. Applicants must be willing to work some weekends and evenings and travel overnight occasionally.

RESPONSIBILITIES

Assist in coordinating the internal work of Virginia Interfaith Power and Light (VAIPL) to educate and engage faith leaders, community leaders, and congregations on the issues of climate change, environmental justice, and civic engagement.

General

- Support the advancement of VAIPL's objectives in Virginia by expanding the statewide movement for environmental justice by developing and implementing a range of community activities that grow and engage our base of supporters
- Collaborate with other environmental and social justice partners to develop organizing strategies that build our collective power and support environmental justice communities.
- Represent VAIPL with compassion, integrity, professionalism, and respectful interactions
- Adhere to organizational policies and procedures for recordkeeping, dress code, communication, and voice standards
- Assist Regional Faith Outreach Coordinators (RFOCs) in planning and executing events designed to educate communities on current issues and policies impacting their region and drive civic engagement
- Provide coaching, support, and guidance to RFOCs during weekly check-ins
- Keep the Executive Director and Operations Director informed with detailed and accurate reports
- Assist with the upkeep of VAIPL's database research and implement ways to improve efficiency and productivity

- Participate in senior staff, steering committee, and board activities to inform and lead the organization's strategies and approaches.
- Work collaboratively across sectors with diverse and influential partners to achieve common goals
- Increase VAIP's public profile by serving as a spokesperson and advocate

Advocacy & Education

- Raise awareness by educating stakeholders, partners, faith leaders, and communities on issues impacting their communities
- Lead the discussion regarding environmental justice programs by planning and facilitating community meetings and informational presentations
- Generate public comment and turnout to meetings and hearings using a variety of digital outreach strategies with support from our communications team

Outreach

- Conduct weekly one-on-one interactions with community stakeholders and faith leaders
- Build cross-sector relationships
- Foster trust-based relationships with community members and key partners through formal and informal coalitions
- Engage supporters and encourage volunteerism
- Plan and assist with organizing events and online engagement with constituent faith communities, including meetings, workshops, and training conferences, at sites around the state.

QUALIFICATIONS

Desired Qualifications

- Demonstrated commitment to social justice and understanding of grassroots organizing (prior experience in advocacy or organizing preferred)
- Strong written and verbal communication skills, including communicating complex information to various audiences and developing persuasive messaging for outreach materials
- Ability to effectively facilitate group meetings and calls
- Strong organizational skills and attention to detail; ability to set priorities, multi-task, and meet deadlines for both short- and long-term goals in a fast-paced environment
- Event planning skills, including outreach and follow-up, volunteer recruitment, media outreach, event promotion, and logistics coordination
- Strong interpersonal skills, including good listening and the ability to create and maintain spaces that are inclusive and welcoming

EDUCATION/EXPERIENCE REQUIREMENTS

Required

- B.A./B.S. degree in Communications, Environmental Studies, Political Science, Religious Studies, or a closely related field

- Basic knowledge of climate and environmental issues and policy, as well as Virginia's 2050 100% renewable goals
- Committed to achieving environmental justice across the state of Virginia
- Five or more years of proven ability to effectively lead
- Exhibited passion for the environment and working in the interfaith community
- Valid driver's license and current automobile insurance or proof of reliable transportation

Preferred

- Experience as an active leader in a religious or faith community – with or without seminary training – and have a passion for faith-based activism
- Passion for and experience working with communities of color, low-income communities, and other communities most impacted by climate change
- Technical knowledge of environmental topics like environmental justice, climate change, energy efficiency, transportation, fossil fuels, etc.

REQUIRED/PREFERRED KNOWLEDGE, SKILLS AND ABILITIES

Effective Communication (verbal and written)	Organized, Collaborative, Detailed-Oriented, Focused	Creative Problem-Solving
Exceptional Writing/Editing skills	Time Management	Influential
Leadership	Progressive	Critical Thinking
Interpersonal skills	Proactive	Advocacy

LIMITATIONS AND DISCLAIMER

The above job description describes the general nature and level of work expected and is not an exhaustive list of all responsibilities, duties, and skills required. The team member may be required to perform VA IPL-related duties beyond the scope of their everyday responsibilities, as needed.

COMPENSATION AND BENEFITS

The target starting salary for this position is \$55,000 per year, and negotiable depending on experience. The position is full-time and dependent on continued grant funding. Benefits include health insurance, dental, vacation, paid holidays, paid sick days, and retirement contributions after six months.

EVALUATION

This position will be evaluated based on this job description, annual goals, objectives, and other criteria deemed relevant by position responsibilities and job market standards.



Position: **Field Outreach Coordinator**
Classification: **Fulltime, Salaried, Non-Remote**
Reports to: **Executive Director**

HIRING STATEMENT

Virginia Interfaith Power & Light is committed to attracting, developing, and retaining exceptional people and creating a work environment that is dynamic, rewarding, and enables each team member to realize their potential. VAIPL's work environment is open to all employees and partners, respecting the full spectrum of race, color, religious creed, sex, gender identity, sexual orientation, national origin, political affiliation, ancestry, age, disability, genetic information, veteran status, and all other classifications protected by federal or state law.

TO APPLY

Please send a cover letter, three professional references, and a resume to fharris@vaip.org with "Field Coordinator" in the subject line and share with us where you heard about the position.