Position: **Community Organizer for Cool the City, Richmond Campaign**
Classification: **Full-time, Salaried, Non-Remote**
Reports to: **Executive Director**

About Virginia Interfaith Power & Light

VAIPL, a nonpartisan organization, collaborates among people of faith and conscience to grow healthy communities by advancing climate and environmental justice.

We are looking for a full-time outreach coordinator and project manager to oversee the daily operations of an exciting urban forestry and outreach campaign with communities and houses of worship to address the impact of the urban "heat island effect" in Richmond. The ideal candidate will have experience planting and caring for trees, project management, a strong commitment to environmental justice, and the ability to recruit, train, and retain volunteers, and to develop and facilitate workshops to support event planning and execution of the grant.

Responsibilities

- **Community outreach**—Lead the organization's planning, coordination, and execution of tree planting, tree giveaway, and tree maintenance projects with community members.
- **Recruit** and train 25 Climate Connectors (tree ambassadors) each year from Richmond-area faith communities and others.
- **Organizational planning** - Plan, schedule, and facilitate outreach and educational urban forestry projects on faith community properties or communities each year.
- **Project management—**Implement and manage project deliverables within budget and timeframes, including planning, outreach, ordering, and coordinating materials (trees, soil, tools, etc.) acquisition and delivery.
- Collaborate with project partners and faith communities to execute project deliverables and manage vendors.
- **Grant management:** Keep accurate records for all expenditures, including travel; develop and submit quarterly summaries and final reports; maintain a photo and video journal and a final report/case study; develop and maintain a Cool the City campaign plan.

Qualifications

- Community engagement/organizing and administrative skills.
- Ability to navigate team dynamics, engage team support, and build consensus to execute project goals.
- Demonstrated ability to effectively communicate and collaborate with communities of faith and various audiences, including advocacy organizations, community advocates, elected officials, high-level public officials, faith leaders, corporate officials, and youth.
- Strong anti-racist and equity background in health, environmental, and/or climate justice, including experience with and knowledge of constituencies most impacted by environmental injustices.
- 1-2 years of project management experience, preferably in urban gardening or landscaping.
- 1- 2 years of experience or knowledge of trees, forestry, or agricultural practices.
- Knowledge and interest in one or more related fields – equity and justice, environment, community development, health equity, adaptation, and urban planning.
- 1-3 years of experience working in diverse coalitions or organizing for environmental issues or political campaigns; relevant coursework or comparable professional experience will also be considered.
- Ability to lift 50lbs or greater; tools, supplies, and support tree installations, etc.

Hours & Compensation

- **Schedule:** 32 hours/week (includes frequent weekends and evenings)
- **Compensation:** Starting at 60k, depending on experience
- **Benefits:** health insurance, generous paid time off, and all state and federal holidays.
- **Location:** Richmond (No telework)

How to Apply

Women, people of color, persons with disabilities, and LGBTQ individuals are strongly urged to apply. Send a cover letter and resume to fharris@vaipl.org