

JOB OPENING AT WORC

Leadership & Capacity Program Coordinator

The Western Organization of Resource Councils (WORC) is seeking an experienced community organizer to join our Leadership and Capacity Program Team. The ideal candidate for this position has a demonstrated ability to build strong relationships, develop local leaders, use grassroots organizing to build community power, understand issues impacting rural communities, and excellent communication skills.

The Leadership and Capacity Program Coordinator position works to ensure the success of WORC's member groups by designing and facilitating high quality trainings and workshops for members, leaders and staff within the network in addition to providing timely, targeted and effective consulting services and capacity building assistance to the WORC member groups.

We are looking for someone who has a solid foundation in community organizing, is passionate about developing the leadership of others, and is committed to building broad-based regional power in the West. The position requires excellent relationship building skills, an ability to create respectful learning environments that bring people together around shared goals, and a commitment to personal learning, growth and development.

Who we are:

WORC is a regional network of ten grassroots community organizations in eight Western states. For over four decades, WORC and our local and state-based member groups have been fighting for social change by organizing rural westerners to address long-term issues affecting their families, communities, and quality of life. WORC is nationally respected for our experience winning campaigns on natural resources, food, and farm issues through community organizing, training, leadership development, and voter engagement.

What you'll do:

WORC's Leadership and Capacity Program Coordinator plays a key role in our commitment to building powerful community led organizations. Primary responsibilities include:

- Planning and facilitating regional trainings and events.
- Ensuring that equity and inclusion goals and content are woven into all trainings and events.
- Working with WORC's training team to ensure that all training content is consistent, effective, and incorporates an explicit equity analysis.
- Partnering with WORC's member groups to offer a suite of local and state-based trainings and workshops.
- Exploring partnerships with other organizing networks, sharing resources and bringing in guest trainers as appropriate.
- Working collaboratively with the Leadership & Capacity Director to deliver high quality capacity building assistance to the member groups through on-site and remote consulting.

We are looking for someone who has a combination of the following skills, experience and characteristics. We do not expect you to meet every single qualification!

Who you are:

- Curious - you ask a lot of questions and are eager to build shared understanding.
- Self motivated - you have a strong sense of ownership over goals and a desire to excel.
- Accountable- you can be counted upon to do what you say you will and to admit when you've made a mistake or are experiencing a challenge.
- Relational - you believe in the importance of building strong relationships in order to succeed.
- Learning oriented - you approach the work with an eagerness to learn, grow, and improve and with an openness to regularly giving, receiving and incorporating feedback.
- Attentive to detail- you care about the details and know the importance of getting them right.
- A team player- you enjoy working collaboratively on a team and can be counted upon to jump in and support your colleagues.
- Flexibility for substantial regional travel, as well as availability for periodic evening and weekend work assignments and occasional long hours. WORC has policies in place to support sustainable working hours for staff.

REQUIRED EXPERIENCE

- Minimum of three years on the ground community organizing experience and a personal commitment to the principles of grassroots community organizing.
- Demonstrated experience working with grassroots leaders to plan, run and win issue campaigns.
- Experience planning and facilitating meetings, trainings or workshops.
- Ability to respond effectively to challenging group dynamics.
- Personal commitment to dismantling practices and structures that perpetuate systems of inequity.
- Ability to work effectively in cross-cultural settings.
- Can communicate directly and respectfully with co-workers and network leaders and staff.

DESIRED SKILLS AND EXPERIENCE

- Experience working with Indigenous, Latinx, and other communities of color and/or poor and working class communities, especially in a rural setting.
- Experience with and passion for working within collaborative decision-making structures.
- Experience delivering effective trainings in an in person and online setting.
- Experience working with coalitions.
- Knowledge of the West, its history, and its current political climate is a plus.
- Verbal and written fluency in Spanish is strongly desired, but not required.

If you were Program Coordinator right now, you would be:

- Finalizing the Program Operating Plan for the year ahead and preparing for board discussion.
- Planning a network wide training on foundational organizing principles and skills.
- Developing a new training curriculum for a cohort of experienced organizers.
- Working with the member groups on a facilitation plan for their upcoming 5 year strategic planning session.

- Doing one on one coaching with a member group organizer on how to conduct one on one meetings.

What else you should know:

WORC is an Equal Opportunity Employer committed to cultivating and preserving a work environment that is built on the premise of equity. We welcome qualified people of all backgrounds and abilities to apply. For more information about WORC, and to view our [Equity Statement](#), visit our website at www.worc.org.

- This position is full-time and is preferably based in Billings, MT. A remote location within WORC's region (in or near Grand Junction or Montrose, CO; Boise, ID; Bismarck, ND; LaGrande, OR; Brookings, Sioux Falls or Rapid City, SD; or Sheridan, WY) will be considered for the right candidate.
- You must be comfortable working unconventional hours occasionally — including nights and weekends.
- This position includes both in-person and virtual components; you must have the ability to travel to a state in our region and beyond for up to a week about 4-6 times a year.
- You must be comfortable being managed and building relationships with our team remotely.

Salary starts at \$60,000 depending on experience and qualifications. We offer generous benefits including:

- 100% employer paid health and dental insurance for staff
- 20 paid vacation days
- 12 days sick leave
- 10 paid holidays
- Three months paid parental leave
- Opportunity for sabbatical after 5 years of employment
- Ongoing professional development opportunities
- 401K with employer contribution
- Cell phone reimbursement

TO APPLY:

To apply, [click here](#). In your cover letter please tell us where you heard about the opening, what excites you about the job, and your preferred work location, as well as your most relevant experience, areas you may need to grow into, and any connections you have to WORC and the people in our network.

We will review applications on a rolling basis, but priority will be given to application received before February 1st. The ideal start date for this position is in late February or early March of 2024. The positions will remain open until filled.

For more information, please see www.worc.org.