



COMMUNITY ORGANIZER

DEPARTMENT: Community Engagement

OF HOURS: Full-Time, 40 hrs

REPORTS TO: Program Manager

PAYRATE: D.O.E.

CLASSIFICATION: Non-Exempt

POSITION PROFILE:

The Community Organizer is responsible for the development and ongoing support and facilitation of Tobacco Prevention activities in San Diego County to Reduce Tobacco Related Disparities. The Community Organizer will help the communities of Chula Vista and San Diego work for social change around tobacco use in a systematic, deliberate and collaborative way. This position is funded San Diego County Tobacco Control Resource Program.

ESSENTIAL JOB FUNCTIONS AND RESPONSIBILITIES:

- Organize, develop and sustain community-based collaboration to achieve community objectives related to tobacco control.
- Establish and promote community participation in leadership, ownership and decision-making with regard to community priorities and project activities related to tobacco control.
- Participate in the Tobacco Control Coalition and the Tobacco Free Communities Coalition.
- Build a working knowledge of the region's communities and build relationships with key community members, business sector, elected officials and youth.
- Support cessation services in the county including but not limited to the California Smokers Helpline.
- Assist with development of Social Media content and posting.
- Other tasks as assigned by the Program Manager.

QUALIFICATIONS (Education, Experience and Certifications):

- Bachelor's Degree preferred or working towards one.
- Bilingual in English and Spanish is preferred.
- Experience in community and economic development working with collaborative efforts and/or similar initiatives relevant to environmental prevention.
- Must have access to reliable transportation and be willing to use it for job-related tasks.

KNOWLEDGE, SKILLS AND ABILITIES:

- Proven ability to work with diverse community and neighborhood organizations and constituencies.
- Demonstrated effectiveness in working with youth.

WORKING CONDITIONS:

ENVIRONMENT: Office and occasional off-site functions. Typically an office environment with adequate lighting and ventilation and a normal range of temperature and noise level.



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PHYSICAL REQUIREMENTS: While performing the duties of this job, the employee is regularly required to sit, use hands and arms to perform repetitive motions. Specific vision abilities required by this job

include close vision, distance vision, color vision, and ability to adjust focus. Moderate dexterity application of basic skills (calculator, keyboard, hand eye coordination, etc.).

MENTAL: Must be able to relate well to all people of the community regardless of color, national origin, religion, sex, pregnancy, age, marital status, veteran status, sexual orientation, disability or socio-economic level. Must be emotionally mature, stable, tactful and be able to provide professional leadership.

The Job Description is intended to describe the general nature and level of work being performed by people assigned to this classification. They are not to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified. All personnel may be required to perform duties outside of their normal responsibilities from time to time, as needed.