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Affirmative Action/Equal Opportunity Employer

The American Friends Service Committee is a Quaker organization that promotes lasting peace with justice, as a practical expression of faith in action. Drawing on continuing spiritual insights and working with people of many backgrounds, we nurture the seeds of change and respect for human life that transform social relations and systems.

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**POSITION DESCRIPTION**

**TITLE:** Grassroots Organizer Intern

**JOB CATEGORY:** Non-Exempt

**STATUS:** Part-Time (20 hours per week), Specific Term (through June 20, 2019)

**SUPERVISOR:** Co-Directors, NH Program

**REGION/UNIT:** Northeast Region

**LOCATION:** Concord, New Hampshire

**DATE APPROVED:** May 2018

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**SUMMARY OF PRINCIPAL RESPONSIBILITIES**

The Grassroots Organizer Intern supports the NH Program's ability to engage young adults, including immigrants and people of color, to engage in education (Know your Rights, undoing racism and classism, leadership development), community outreach and advocacy in the Concord, NH community.

The Grassroots Organizer Intern will work with the NH Program Co-Directors and key partners to strengthen participation of Concord residents who experience economic and social exclusion to promote community learning and action for greater equity and inclusion.

**FUNCTIONS/RESPONSIBILITIES:** The key responsibilities of the Grassroots Organizer Intern include the following:

1. Build relationships with groups working to address issues affecting immigrants, young adults, people of color, low-wage workers and renters, including the immigrant-led organizations (Bhutanese Community of NH and New American Africans), NH Legal Assistance, the American Civil Liberties Union, labor unions, the Granite State Organizing Project.
2. Build relationships with other key partners including Concord area faith leaders, immigrant leaders, city councilors and other elected officials, school guidance counselors, state agency personnel, and others.
3. Lead the "Change for Concord" group with membership outreach, regular meetings, goal setting, development of campaigns and events, and assessing progress toward goals.
4. Canvass apartment residents in Concord to establish connections with people experiencing challenges related to discrimination, housing, wages and working conditions, and to extend invitations to community meetings.

5. Engage Concord residents in various community learning programs including “know your rights,” voter registration, skill-building for leadership, and tools for effective advocacy.
6. Create opportunities for ongoing dialogue between young adults and Concord police.

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### MINIMUM QUALIFICATIONS

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#### EXPERIENCE:

1. At least two years of experience as part of a community-based organization or initiative.
2. Knowledge of Concord’s different constituencies and key stakeholders.
3. Experience building community relationships, networks and/or coalitions.
4. Experience working with diverse religious, socioeconomic, racial and ethnic communities.

#### OTHER REQUIRED SKILLS AND ABILITIES:

1. Excellent writing and communication skills.
2. Ability to remain organized while managing multiple priorities.
3. Ability to work both independently and as part of a team.
4. Ability to work cooperatively with a diverse range of community partners.
5. Good listening skills.
6. Good interpersonal skills.
7. Computer literacy.
8. Willingness and ability to work some evenings and weekends. Must possess a valid driver’s license.
9. Commitment to Quaker values and testimonies. Understanding of and compatibility with the principles and philosophy of the American Friends Service Committee including non-violence and the belief in the intrinsic worth of every individual.
10. Understanding of and commitment to the principles, concerns, and considerations, of AFSC in regard to issues of race, class, nationality, religion, age, gender and sexual orientation, and disabilities. Demonstrated ability to work and communicate with diverse staff.

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**COMPENSATION:** \$20/hour – Non-Exempt – There are no medical, dental, or life insurance benefits, short-term or long-term insurance benefits with this position. AFSC does participate in unemployment, worker’s compensation, and social security. Training opportunities relevant to job requirement. Mileage reimbursement (IRS rate).

The American Friends Service Committee is an Affirmative Action/Equal Opportunity Employer. Qualified persons are encouraged to apply regardless of their religious affiliation, race, age, sex, gender identity, sexual orientation or disability.

AFSC’s Central Office and some of its offices in the U.S. are unionized workplaces. This position is not represented.

The American Friends Service Committee is a smoke-free workplace.

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