



## Fossil Free Eugene & Lane County Seeks Coalition Coordinator

**Position Title:** Coalition Coordinator, Fossil Free Eugene Coalition

**Location:** Eugene, OR

\*This position is work from home, and coalition meetings are currently being held remotely due to the pandemic. However, we expect to resume in person meetings at some point in 2022, thus being based in Lane County, Oregon is required.

**Reports to:** Fossil Free Eugene and Lane County Coalition Steering Committee

**Pay:** The successful applicant will work as a contractor at \$28/hour for 20 hours/per week. The position does not include office space or benefits and the contractor is responsible for making all tax payments. The Coalition Coordinator position is currently funded for two years.

Application deadline: Priority review begins January 24th, 2021 (although candidates are encouraged to apply ASAP). Open until filled. Desired start date February 28, 2021.

### **About Fossil Free Eugene and Lane County:**

Fossil Free Eugene and Lane County is a coalition of grassroots organizations and community members calling on the City of Eugene to follow through with the climate goals that it set for itself, and lead the way to forging a just transition away from fossil fuels for all of its residents. In 2014, the city of Eugene passed the Climate Recovery Ordinance (CRO) with bold targets to reduce our consumption of fossil fuels and prevent catastrophic climate change. Now, more than six years later, the city has done little to ensure that these goals are met. As the climate crisis continues to worsen, and our local community is impacted by climate-driven wildfire and drought, it is time for the city to act.

The coalition seeks to prevent construction of new fracked gas (methane) infrastructure in buildings in the City of Eugene, and develop an equitable and just framework and funding mechanism for transitioning existing buildings off of fracked gas in the near future. Coalition members are also working at the County level to attain similar goals toward transitioning off of fossil fuels.

### **Coalition Coordinator Position Summary:**

The Fossil Free Eugene and Lane County [coalition](#) is seeking a coordinator to work with our ever-growing coalition of organizations and advocates working to ensure a community powered by clean renewable electricity and thus more resilient to climate change. The Coordinator will schedule and facilitate regular meetings of the Steering Committee and full Coalition, will keep agendas and notes and work with the Steering Committee on implementing and revising the

Coalition's campaign plans. The Coordinator will also focus on outreach and collaboration with Black, Indigenous, People of Color (BIPOC), rural and low income communities in the Eugene area and across Lane County, as well as key unions that stand to be impacted by the transition off of fossil fuels. The Coordinator will be responsible for updating the coalition website and engaging across social media channels.

This is a part time position requiring reliable internet, phone and computer access.

## **QUALIFICATIONS**

The Grassroots Organizer must have excellent organizational and interpersonal skills as well as an ability to prioritize tasks in a dynamic, campaign-heavy setting.

### ***Candidates must have:***

- A passion for grassroots movement building and local-scale campaigning
- A commitment to building a more diverse, equitable and inclusive climate justice movement
- An ability and desire to form meaningful relationships with diverse constituencies
- Commitment to building a movement through cultivating volunteers, creating personal connections with community members and leaders, and supporting fellow coalition members in their work
- A commitment to minimizing the campaign's environmental footprint
- An ability to have fun and a sense of humor
- Be fully vaccinated and boosted against COVID-19 by the position start date

### ***Experience:***

- Experience engaging and organizing the public in conservation or social justice campaigns and building successful relationships with diverse stakeholders
- Experience using modern office and communication systems, including fluency in social media engagement
- Experience planning, coordinating, and executing outreach events

### ***Education:***

- Undergraduate degree preferred, although a passion for grassroots organizing to effect change is more relevant; advanced degree in a relevant field beneficial but unnecessary
- Understanding of climate science

### ***Abilities:***

- Strong interpersonal and communication skills, written and verbal
- Comfort facilitating meetings of diverse stakeholders, both virtual and in person
- Strong grasp of intersectional organizing principles and comfort working with diverse volunteers and allies as well as strong group facilitation skills
- Excellent judgment and confidence to make decisions
- Strong time and task-management skills
- Computer and other standard office equipment skills sufficient to prepare flyers and other communications, update Salsa CRM database records, email, and website posting

- Ability to work some weekends and evenings

***Additional valuable, but not required skills:***

- *Spanish language fluency*
- *Experience in local or county government advocacy*

**Workload Breakdown:**

**Coalition Coordination: 40%**

Coordinating all coalition meetings and activities, convening and facilitating meetings, developing agendas, distributing notes and information to coalition listserv, etc.

**Organizing and Outreach: 40%**

Growing the coalition via digital and traditional organizing and outreach strategies and tactics, with a specific focus on BIPOC, low income and systemically excluded communities in Eugene and Lane County. Organize coalition members and supportive businesses to testify at City Council meetings and attend other key meetings and events (virtually and eventually in person).

**Communications and Media Engagement: 15%**

Maintain and update the coalition website. Regularly engage on social media channels. Coordinate use of shared digital outreach materials. Distribute coalition press releases and respond to media inquiries.

**Development: 5%**

Work with the steering committee to report campaign progress to our funders.

**HOW TO APPLY**

We are currently accepting applications. Priority review will begin January 24th, 2022. Applicants are encouraged to apply as soon as possible. The position is open until filled. Due to capacity, only those applicants invited to interview will be contacted. We anticipate a mid-February, 2022 start date.

Email a cover letter, resume with three professional references, and relevant writing sample (not longer than 10 pages) as a single PDF to [apply@cascwild.org](mailto:apply@cascwild.org) with “FFE Coalition Coordinator” in the subject line. No phone calls or additional emails please. Thank you for your time and interest!

*The Fossil Free Eugene Coalition is committed to cultivating a diverse, empowered, and respectful community in the workplace and beyond. We do not discriminate against individuals on the basis of race, color, sex, sexual orientation, gender identity, religion, disability, age, parental status, marital status, veteran status, ancestry, or national or ethnic origin. People of all ethnicities and gender identities and sexual orientations are welcome and encouraged to apply. We are an equal opportunity employer.*