



## Duwamish Air Improvement Study for Youth (DAISY) Project Manager and Research Specialist

**Main Point Person:** Paulina Lopez, Executive Director - (DRCC Principal Investigator)

**Position Location:**

This position is a hybrid work from home and an in-person schedule. Preference will be given to applicants who live in the Duwamish Valley area by date of hire. Our office is located in South Park, Seattle.

**Position type:** 30 hours per week, non exempt

**Salary:** \$26- \$28/ hour

**Benefits:**

20 days paid time off, 11 paid holidays, flexible, medical / dental. Transit ORCA card available as well.

**Start date:** **January 2022.** This project is a collaboration with the University of Washington.

**Who is DRCC?**

Established in 2001, the Duwamish River Community Coalition/Technical Advisory Group (DRCC/TAG) provides resources, knowledge, and action to build a more just and equitable environmental future. DRCC elevates the voice of those impacted by Duwamish River pollution and other environmental injustices for a clean, healthy, equitable environment for people and wildlife. We promote place-keeping and prioritize community capacity and resilience.

**What are DRCC Values?**

Place based/Place-keeping, people power, community centered, transformation, justice/truth to power, adaptive, service/reciprocity and accountability.

**What is our Working Culture Like?**

DRCC is a small and mighty team that centers a dynamic, collaborative, and highly interdisciplinary environment. Beyond monitoring the cleanup of Seattle's Duwamish River, our work is guided by the voice of our community which is negatively affected by the environmental, social and economic impacts of pollution and climate change. Our staff are holistic in their work and we value relationship building with the community and each other. Due to the nature of our intersectional work, we all take the time to familiarize ourselves with issues relevant to communities' and our colleagues' respective programmatic focuses. We maintain an open-ended sense of curiosity, while most importantly, we center community experience and community voice in all the work we do.

## Background

The Georgetown and South Park communities of the Duwamish Valley (DV) face higher levels of environmental pollution and poorer health outcomes compared to the rest of Seattle. For many years the communities have organized to address these environmental and health disparities, prioritizing air pollution and asthma. The Duwamish Air Improvement Study for Youth (DAISY) will:

- 1) directly responds to community requests,
- (2) strengthens previous community-academic-government partnerships in the Duwamish Valley,
- (3) advances the environmental health interests of the community,
- (4) investigates low-cost tools for the measurement and control of air pollution, and
- (5) evaluates individual and community empowerment throughout all phases of research and action.

This multilevel community engaged research (CEnR) project proposes elements that will engage and empower members of the Duwamish Valley community. The **household-level intervention** - providing participants with **indoor air filters** - has the goal of improving indoor air quality and reducing asthma symptoms in children. **Promotores and healthy home consultants** recruited from the community will be instrumental in carrying out the intervention. At the community level, we will expand community-driven **ambient air monitoring campaigns**, prioritizing the characterization of traffic-related air pollution, identification of pollutant sources, and emissions reductions.

The use of a low-cost monitoring network will improve the spatial resolution of air quality data in the Duwamish Valley, enabling us to identify particulate matter, black carbon, and nitrogen dioxide hotspots. **Youth from the Duwamish Valley Youth Corp program** will be trained in various aspects of air monitoring to help carry out the campaign. Armed with data on air quality, **community members (who will also be trained in policy advocacy)** will advocate for structural change including policy, infrastructure improvements, such as urban green space, and targeted regulation of industrial and/or transportation emissions.

Throughout the project, independent evaluation of individual and community engagement and empowerment will be tracked. From defining scientific goals, to project implementation and evaluation, our CEnR approach is designed to engage and empower a resilient community in its goal to advance health equity.

## Summary of the Position

This position will be an essential part of the DRCC Team. Under the direction of the Principal Investigators from DRCC and the University of Washington. This 30 hour/week position will be responsible for daily coordination, recruitment, implementation, and effective management of DAISY activities, including the development of the goals. This position will be responsible for coordination of core activities, adherence to timetables and work plans, support to the core team and partners, communication with the research team, and fiscal accountability of the project.

## Context and Key Guidance (the DRCC Guiding Platform)

- Safe environment: we aim to eliminate community exposure to environmental hazards.
- Placekeeping: we aim to do our part in increasing living wage and regenerative jobs, capacity to cope and adapt so the community can stay in place.
- Grow meaningful involvement: Continue to grow and be led by community capacity and development- including the Youth!

- Elevate Community Decision Making: Support community, government and all decision makers to make decisions together.

*\*Our culture is really about playing to the strengths of those we hire and so we invite your ideas for new opportunities or initiatives which align with community priorities.*

## **Major roles and responsibilities include:**

### **Community Engagement and Recruitment (40%)**

- Serve as lead staff member and work closely with the Principal Investigators on all aspects of the project
- Understand Duwamish Valley Clean Air Program action plan strategies and its related partners, including tracking progress, co-facilitating meetings, moving towards program goals of reducing asthma rates.
- Design and support implementation of a holistic community engagement and community advocacy plan for the DAISY Project
- Develop your own and/or help produce fact sheets, informative, and engaging collateral to interpret technical information on topics relevant to climate justice or issues impacting Duwamish Valley.
- Increase community awareness of existing projects
- Recruit promotores, youth and community healthy home assessors
- Support evaluation process for the project

### **Administrative and Responsibilities (30%)**

- Administer daily and ongoing activities including development of and ensuring adherence to project timetables and work plans;
- Coordinate the administration of the [SURVEY] tool and feedback mechanism for study participants and partners
- Ensure fiscal accountability of the project
- Provide overall supervision and support to project staff and community partners
- Develop and assist in the implementation of evaluation protocols and procedures
- Prepare annual progress reports
- Ensure compliance with study protocols, Institutional Review Board guidelines and grant requirements
- Manage budget expenditures and reimbursements
- Other duties as assigned/required

### **Advocacy (20%)**

- Build community capacity to identify priorities of interest around climate resilience, air pollution in the Duwamish Valley to change policy, and regulation
- Build relationships + outreach efforts to Duwamish Valley neighbors, youth, partner organizations and academic institutions,
- Help develop and pull together stories and narratives from community members to inspire transformative change and community driven decision making for climate resilience including air quality.

### **Organizational Operations (10%)**

These are organization-wide responsibilities. All staff hold the following responsibilities:

- Commitment to our mission and our values, leading with a cross-cultural understanding
- Submit and track program expenses based on DRCC protocol.
- Collaborate with staff in making key strategic decisions affecting DRCC's future
- Participate in weekly staff meetings (Tuesday morning), attend community events, and otherwise contribute to strengthening the deep roots within our community, both internally and externally
- Help maintaining a healthy and safe work environment

## **Desired Candidate Qualities**

- Passion for and commitment to environmental, climate, public health and social justice work
- Desire to further local equity and justice efforts
- Experience with Google Suite as well as Microsoft Office Suite
- Bachelor's degree in public health, social science or related field
- 4-5 years of experience coordinating and managing large-scale projects
- Knowledge and skills in the design, collection and analysis of data, including familiarity with qualitative (i.e. in-depth interviews) and quantitative (i.e.. survey questionnaires) methods of data collection and preparation of data for discussion of results.
- Established history of working with representatives from community-based organizations and academic settings, and the ability to act as a liaison between groups and across diverse partnerships
- Experience managing budgets
- Excellent skills in written and oral communications, organization and planning
- Interpersonal and management skills necessary for interacting effectively with university and community partners
- Able to work independently and as a team member
- Experience supervising staff
- Demonstrated ability to engage diverse communities, inspire volunteers, and organize collective action and campaigns
- Good communication skills for positive and clear knowledge sharing
- Comfortable in building relationships with community and partnering with a diversity of individuals and partners
- Knowledge of issues impacting the Duwamish Valley and/or desire to adapt to emerging issues and situations brought up by community
- Comfortable working in a dynamic, high energy and highly collaborative environment
- Comfortable learning about technology that can help with external communication (google doc, canva, squarespace, etc)
- Fluency/proficiency in a language other than English, preferably: Spanish, Khmer, Somali, or Vietnamese
- A humble nature and know when to ask for help and advice from others
- A great sense of humor and a friendly environment.
- Passion for working in the nonprofit sector and with frontline communities
- Ability to work some evenings and weekend

**Contact information: Paulina Lopez she/her/hers, [paulina@drcc.org](mailto:paulina@drcc.org).**

**Physical Job Requirements** Work requires being able to sit for prolonged periods of time due to computer work. Outdoor and community events that would require lifting and moving items less than 30lbs, lifting, driving, carrying things, standing for a long period of time, community cleanup events, kayaking and public speaking, interacting with people to support with coordination and planning.

**Reasonable Accommodations** The American with Disability Act of 1990 (ADA) makes it unlawful to discriminate against a qualified individual with a disability in all parts of the employment process. You may request reasonable accommodations at any time. The ideal candidate must be able to complete all physical requirements of the job with or without a reasonable accommodation.

**Equal Opportunity Employer**

DRCC is an Equal Opportunity Employer (EOE). Qualified applicants are considered for employment without regard to age, race, color, religion, sex, national origin, sexual orientation, gender identity, disability, veteran status, or any other class protected by law. Assistance and/or reasonable accommodations during the application process are available to individuals upon request. To request assistance or accommodation, please contact us

How to apply: Please send your resume and cover letter to [paulina@drcc.org](mailto:paulina@drcc.org) with subject line: Duwamish Air Improvement Study for Youth (DAISY) Project Manager and Research Specialist