



## **Job Description**

**Title:** San Joaquin Valley Program Director

**Organization:** Community Water Center

**Location:** Visalia, CA

### **ORGANIZATION**

The Community Water Center (CWC) acts as a catalyst for community-driven water solutions through organizing, education, and advocacy in California. We seek to build and enhance leadership capacity and local community power around water issues, create a regional movement for water justice in the San Joaquin Valley and Central Coast, and enable every community to access safe, clean, and affordable drinking water.

The Center employs three primary strategies in order to accomplish our goals:

- Educate, organize, and build the capacity of low-income communities and communities of color to address local drinking water challenges.
- Advocate for systemic change to address the root causes of unsafe drinking water in California.
- Serve as a resource for information and center of expertise on community water challenges.

Since opening our doors in 2006, CWC has worked with local residents from dozens of California communities to improve access to safe, clean, and affordable water. Over the years CWC has trained many community residents as clean water advocates and provided technical and legal assistance to numerous local water boards and community-based organizations struggling with managing efficient and accountable water systems in their communities. In partnership with ally organizations, our work has helped pass the nation's first Human Right to Water Law and secure more than \$2 billion in funding for drinking water, advanced multiple groundbreaking legislative and regulatory policies that help advance the cause of water justice, raised the visibility of California's unjust drinking water reality in the media, and most importantly empowered community members themselves to advocate for change.

CWC's team is passionate, dynamic, and believes in the cause of water justice and making real change that is driven directly by impacted communities themselves. Our organizing and advocacy work, community collaborations, and organizational culture all reflect a concern for equity, mutual respect, appreciation for diversity, and environmental and social justice. As CWC

continues to grow, we are looking for candidates who share our values, bring a passion for our mission, and contribute to achieving our mission and for making change in our society.

CWC is headquartered in Visalia, California and has offices in Watsonville and Sacramento.

**Position Description:**

The San Joaquin Valley Program Director (SJVPD) position is a full-time, exempt employee position that will be primarily responsible for overseeing CWC's campaigns, programs, and projects based in the Southern San Joaquin Valley. The San Joaquin Valley Program Director will also be responsible for providing vision and strategic direction for CWC's Southern San Joaquin Valley work.

The SJVPD is expected to coordinate this work with the community solutions staff, community organizers, and CWC Directors, as well as work regularly with other CWC staff and interns, affiliate organizations, government agencies, and community partners. This position will require regular travel to communities throughout the Southern San Joaquin Valley and also occasional travel to the Central Coast and Sacramento as needed. The SJVPD will report directly to the Executive Director. All employees at CWC are "at will."

**Major Responsibilities:**

- Oversee CWC's community solutions and power building work in the Southern San Joaquin Valley.
- Oversee the development, tracking, and reporting of CWC's Southern San Joaquin programmatic goals and performance metrics, and coordinate with the Central Coast and Sacramento staff on shared goals metrics.
- Provide vision and strategic direction (along with CWC key staff) to enhance the design and implementation of CWC's campaigns and projects with focus on building community power to support community-driven water solutions.
- Support the expansion of CWC's integrated voter engagement strategies and leadership programs.
- Supervise and provide guidance and management support to community solutions and organizing staff to ensure that CWC's campaigns and projects are producing wins.
- Regularly seek and incorporate feedback to ensure quality and effectiveness.
- Support with fundraising efforts to help fund campaigns and projects (in collaboration with CWC Directors and the Executive Director) including funder tours, events, and panels.
- Coordinate with key staff to support CWC's annual planning process for Southern San Joaquin Valley work.
- Identify opportunities and challenges in CWC's work and proactively coordinate with CWC's team to develop a plan of action to address them.
- Attend and represent CWC at public hearings, legislative and regulatory meetings, and other key external meetings and events as needed.
- Build relationships, alliances, and coalitions to advance CWC's work.

## General Duties

- Foster an environment that promotes trust and cooperation amongst CWC staff, community members, and affiliate organizations.
- Actively participate in program strategy, planning, tracking and reporting, and staff meetings.
- Actively participate in CWC fund development activities, such as donor drives, online appeals, and other events.
- Other duties as assigned by the Executive Director.

## **Required Qualifications:**

*The ideal candidate is a strategic campaign planner, and an experienced staff manager.*

- Strong passion for and commitment to social and environmental justice.
- At least 4-5 years supervising and/or managing staff and working in and managing campaign teams.
- At least 3-5 years in project planning, management, and evaluation.
- Experience with power analysis, strategy, and campaign development.
- Experience reviewing technical analyses and information in public, private, or non-profit sectors, preferably environment, health, and/or social justice; and synthesizing technical information for non-expert audiences.
- Ability to juggle multiple tasks and responsibilities while remaining focused on overarching goals.
- Strong creative and comprehensive problem solving skills.
- Strong interpersonal verbal communication and writing skills, with sensitivity to appropriate delivery depending on target and audience.
- Ability to work with and inspire diverse communities and age groups.
- Ability to work in a fast-paced environment and meet deadlines.
- Ability to accept praise and critical feedback – the ideal candidate would value self-improvement and seek evaluation.
- Flexible schedule – willing and able to work weekends and attend night meetings.
- Proficient with basic computer skills including, at minimum: Microsoft Office, Google Apps, and ability to troubleshoot basic software and computer equipment problems.
- Ability to work both independently and collaboratively.
- Fluent in Spanish (oral and written).
- Valid CA driver's license.

## **Preferred Qualifications:**

- Bachelor's or Master's in Environmental Science, Education, Community Planning & Development or related degree (strongly preferred).
- Experience using CRM, CMS, and online advocacy tools.
- Understanding of and fluency in digital organizing tools and software, including online, mobile, social media, and text platforms.
- Experience working on drinking water projects and/or public policy.
- Experience working with management and analysis of databases, including geospatial data (GIS).

- Experience with or knowledge of water and environmental issues.

**Starting Date:** Open until filled

**Salary:** Starting at \$75,000 (based on experience and qualifications).

To apply, email resume and cover letter to [christina.marquez@communitywatercenter.org](mailto:christina.marquez@communitywatercenter.org)

**Benefits:**

We offer a comprehensive compensation and benefits package which includes: medical, dental, and vision insurance; generous vacation, family, and sick leave, and holiday policies; a flexible work schedule; professional development opportunities, and more. (Benefits guidelines and eligibility vary based on tenure and employment status, among other factors.) We also provide contributions to employees' SEP-IRA after a two-year tenure.

Community Water Center is committed to providing equal opportunity to qualified job applicants and employees and does not discriminate on the basis of race, religious creed, color, national origin, ancestry, physical disability (including pregnancy), mental disability, medical condition, marital status, sex, age, gender, sexual orientation, citizenship, military service status or any other characteristic protected by applicable federal, state or local law.

To learn more about the Community Water Center and our programs, visit our website at [www.communitywatercenter.org](http://www.communitywatercenter.org)