Job Description

Title: Community Solutions Advocate

Organization: Community Water Center

Location: Based in Visalia, CA; serving communities in the San Joaquin Valley. CWC believes our mission can be effectively advanced while being flexible in our approach to work style and location. All candidates for this position must be able to work in-person out of our Visalia office at least two days per week and are expected to report in the office, attend public meetings, and/or conduct community outreach and advocacy more than two days a week if needed based on job responsibilities.

About Community Water Center:
Community Water Center is an environmental justice nonprofit that works alongside under-resourced communities of color to secure universal access to safe and affordable drinking water in California. We believe access to safe and affordable drinking water is a basic human right, not a privilege. CWC seeks to build an enduring movement for water justice that is powered by community activists by serving as a catalyst for community-driven water solutions through organizing, education, and advocacy.

CWC employs three primary strategies in order to accomplish our goals:
- Educate, organize, and provide capacity building assistance to low-income communities and communities of color in the San Joaquin Valley and Central Coast who are facing local water challenges.
- Advocate for systemic change to address the root causes of unsafe drinking water by advancing community-driven legislative, regulatory and policy changes and by lifting up community voices in the media.
- Serve as a resource for information and expertise on community water challenges for under-resourced communities, decision-makers and the general public.

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 community residents as clean water advocates and provided technical and legal assistance to numerous local water boards and community-based organizations struggling with how to manage efficient and accountable water systems in their communities. Our work, in partnership with ally organizations, has helped pass the nation’s first Human Right to Water Law, secure more than $2 billion in funding for drinking water needs in low-income communities and, advanced multiple groundbreaking legislative and regulatory policies that help advance the
cause of water justice, raise the visibility of California’s unjust drinking water reality in the media, and most importantly, empower community members 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 seek to contribute to achieving our mission and for making change in our society. CWC actively supports the growth and expansion of skills by providing each staff member a professional development budget, integrating growth goals into work plans and encouraging mentorship internally.

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

**Position Description**
The Community Solutions Advocate position is a regular, exempt, full-time, salary position that will work in partnership with communities in the Southern San Joaquin Valley to help secure access to safe and affordable drinking water. This is primarily achieved by providing accurate and relevant information on local drinking water quality, conditions, and challenges, connecting residents to available resources, and supporting and empowering communities to engage in local drinking water projects and local, regional and statewide policy campaigns.

All employees at CWC are “at will.” This position will report directly to CWC’s Senior Community Solutions Manager based in Visalia, and will work closely with other CWC staff, community partners, and allies.

**Major Responsibilities**

The ideal candidate will have a deep understanding of community-driven advocacy and organizing, and a strong passion for environmental and social justice. Candidates who will excel at this position are those that have core competencies and will thrive in several areas outlined in the Major Responsibilities section below. CWC recognizes that candidates may have areas of growth and the ideal candidate will be motivated to grow their skills in those areas with support from CWC.

**Specific to this Position:**
- **Help develop and implement strategies focused on environmental justice communities and low-income communities of color to:**
  - Educate local community members, local stakeholders, and local, regional and state decision-makers about the safety, affordability, and accessibility of drinking water in communities in the San Joaquin Valley.
Organize local communities to take action to obtain drinking water solutions by participating in local, regional and statewide policy campaigns, policy processes, and local and regional drinking water projects.

Advocate for community drinking water solutions as a representative of CWC.

- Engage, train, and support local community leaders and advocates from low-income communities and communities of color throughout the San Joaquin Valley and surrounding areas as part of CWC’s local, regional and state-level organizing and advocacy campaigns.
- Support community member and property owner participation in drinking water projects by developing materials, sharing information, coordinating well testing, and collecting necessary documentation to facilitate their participation in the project.
- Support CWC’s outreach and organizing efforts, including, making phone calls to community members, sending out texts and emails, making event reminder calls, updating CWC’s contacts database, assisting with meeting coordination and logistics, and assisting with translation/interpretation.
- Coordinate community meetings and activities, including developing bilingual meeting agendas and informational materials, facilitating bilingual meetings, outreach and follow-up work with community partners.
- Support CWC’s efforts to lift up community voices through traditional and social media.
- Support AGUA Coalition coordination and movement building strategies.
- Build community relationships, alliances, and coalitions to move campaigns.
- Collaborate closely with CWC staff and other project partners on program work, including tracking progress on projects or campaigns, proactively strategizing to address barriers, and opportunities to co-lead projects.
- Support the work of Community Water Center’s sister organization, Community Water Center Action Fund, which is a 501(c)(4) non-profit organization formed to ensure that all communities have access to safe, clean and affordable drinking water through organizing, advocacy, and political engagement. Activities may include integrated voter engagement, voter education, voter turnout efforts, voter data tracking and management, candidate recruitment and training, and candidate forums.

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.
- Provide general administrative and program support.
- Other duties as assigned by the Executive Director.

Note: Nothing in this job description restricts management’s right to assign or reassign duties and responsibilities to this job at any time.
Required Qualifications and Skills:

- Strong passion for and commitment to social and environmental justice.
- Experience working with low-income communities and/or communities of color.
- Strong interpersonal verbal communication and writing skills, with sensitivity to appropriate delivery depending on target and audience.
- Strong interpersonal communication skills via various methods (ie in-person, telephone, email, video conferencing, and in writing)
- Outstanding organizational skills.
- Ability to work both independently and collaboratively.
- Ability to work in a fast-paced environment and meet deadlines.
- Ability to juggle multiple tasks and responsibilities, while remaining focused on overarching goals.
- Ability to take ownership of program work and drive specific tasks, including identifying gaps or barriers and taking initiative in collaborating with other staff to propose solutions.
- Ability to work with and inspire diverse communities and age groups.
- Creative and comprehensive problem solving skills.
- Ability to think strategically and understand how individual campaigns and projects fit into CWC’s overall model of change
- 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 and attend out-of-town events, activities and meetings as needed.
- Proficient with basic computer skills including, at minimum: Microsoft Office, Google Apps, and ability to troubleshoot basic software and computer equipment problems.
- Fluent in Spanish (oral and written).
- Valid CA driver’s license.
- Have or be willing to receive COVID-19 vaccination.

Preferred Qualifications

- Experience working with low-income communities and/or communities of color.
- Understanding of and fluency in digital organizing tools and software, including online, mobile, social media, and text platforms.
- Experience with, or knowledge of, water and environmental issues and/or community development.
- Knowledge of the political landscape in California.

Starting Date: Open until filled

Salary: Starting at $65,000 per year (based on experience and qualifications)

Application:
To apply, email resume and cover letter to: christina.marquez@communitywatercenter.org
Benefits:
We offer a comprehensive compensation and benefits package which includes: medical, dental, and vision insurance; retirement program contributions; 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.)

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, 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