Job Description

Title: Political Power Building Advocate

Organization: Community Water Center & Community Water Center Action Fund

Location: CWC currently has offices in Visalia, Sacramento, and Watsonville, CA. CWC believes our mission can be effectively advanced while being flexible in our approach to work style and location. Candidates for this position must be able to work in-person at the Visalia office at least two days per week and more than two days a week if needed based on job responsibilities.

About Community Water Center

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

At CWC, we believe that safe, clean, and affordable water is a human right, not a privilege. 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. We are looking for candidates who share our values, who bring a willingness to contribute to our mission and to the growth of a new organization, and who are open to developing their skills.

About Community Water Center Action Fund

The Community Water Center Action Fund (CWCAF) 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. Founded in 2018, the goal of the Community Water Center Action Fund is to utilize political and electoral power building strategies to achieve water justice. Core activities of CWCAF include voter engagement, candidate endorsement and support for elected officials once in office to advance the human right to water in California.

CWC and CWCAF have a shared services agreement that includes the sharing of employees whose skills and knowledge will assist both organizations and the sharing of office space and equipment.
Position Description

The Political Power Building Advocate position is a regular, full-time, exempt, salary position that will work to recruit, identify and support local leaders to build the leadership pipeline from impacted communities to decision-making seats that oversee drinking water. The geographic focus of this work will be in the southern San Joaquin Valley and Central Coast. CWCAF’s power building work is primarily achieved through coordinating our voter engagement and endorsement efforts with our community solutions efforts, connecting local drinking water projects and associated engaged resident base, to key policy campaigns and elections. This also includes coordinating the Community Water Leaders Network, an existing network of progressive elected officials advancing environmental justice in their communities.

All employees at CWC are “at will.” This position will report to CWC’s Director of Community Advocacy, and will work closely with other CWC staff, community partners, and allies.

Ideal Candidate

The ideal candidate will have a deep understanding of community-driven advocacy and organizing, a strong passion for achieving environmental justice through shifting elected leadership, and experience in working for social change via the democratic process. The ideal candidate will have a track record of developing bold goals and mapping out tangible milestones, resources and strategies to achieve them. The ideal candidate will thrive in a collaborative, learning-focused and reflective environment. 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.

Major Responsibilities

- Assist in crafting strategies to win strategic elections for local environmental justice outcomes (water district and public utility district, city council, and county supervisor elections).
- Engage, train, and support local community leaders and advocates from low-income communities and communities of color in local, regional and state-level organizing and advocacy.
- Educate local, regional and state decision-makers about drinking water issues including safety, affordability, and accessibility of drinking water in communities in the San Joaquin Valley.
- Advocate for community drinking water solutions as a representative of CWC and/or CWCAF in local decision-making spaces.
- Collaborate closely with the Director of Community Advocacy 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.
- Supervise staff to organize local communities to take action for more representative leadership by participating in local, regional and statewide electoral campaigns, policy processes, and local and regional drinking water projects.
- Support CWCAF’s outreach and organizing efforts, including, making phone calls to community members, sending out texts and emails, making event reminder calls,
updating CWCAF’s contacts database, assisting with meeting coordination and logistics, and assisting with translation/interpretation. Develop bilingual meeting agendas and informational materials for community partners. Facilitate bilingual meetings, outreach and follow-up work with community partners.

- Coordinate the Community Water Leaders Network including providing training and support to the progressive water utility officials who are a part of the Network and holding community meetings with endorsed candidates.
- Support CWCAF’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.

**General Duties**

- Foster an environment that promotes trust and cooperation amongst CWC and CWCAF 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 and the Director of Community Advocacy.

*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**

- 3 years experience leading and/or implementing electoral campaigns
- Experience with voter data such as Political Data Inc (PDI) including list building and cleaning and analyzing post election results to gauge campaign effectiveness
- Experience with voter contact strategies such as door-to-door canvassing, phone banking, in-person voter registration events and texting campaigns.
- Understanding of and fluency in digital organizing tools and software, including online, mobile, social media, and text platforms.
- 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.
- Fluent in Spanish (oral and written)
- Ability to work both independently and collaboratively.
- Ability to take ownership of core responsibilities and take initiative leading collaborative problem solving.
- 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.
• Valid CA driver’s license.
• Have or be willing to receive COVID-19 vaccination.

Preferred Qualifications
• 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; based on experience and qualifications.

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; hybrid (remote and in-person) work policy; professional development opportunities and more. (Benefits guidelines and eligibility vary based on tenure and employment status, among other factors.)

To apply: Email your resume and cover letter to Christina Marquez at christina.marquez@communitywatercenter.org

*To ensure the health and safety of staff, community partners, and other stakeholders we interact with, CWC requires employees be fully vaccinated against COVID-19 as a condition of employment, unless a medical or religious accommodation is approved. As such, newly hired employees will be required to provide proof of their COVID-19 vaccination. Fully vaccinated against COVID-19 means that an individual is at least two weeks past their final dose of an authorized COVID-19 vaccine regimen.

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 Community Water Center Action Fund, visit websites at www.communitywatercenter.org and www.cwcactionfund.org