



## **POSITION AVAILABLE:**

### **Co-Director, Green Cooperative Development Coordinator**

Worcester Roots Project is looking for a new member of the staff collective to be part of a team of trainers, organizers and fundraisers for environmental justice and co-operatives. The staff collective supports Worcester Roots Project in fulfilling its mission of organizing for social and environmental justice through the development of co-operatively run and green initiatives. Who should apply: individuals who are self-motivated and interested in being part of a staff collective that models the co-operative economy we are working to build.

## **RESPONSIBILITIES INCLUDE:**

### **Green Solidarity Economy Organizing and Coalition Building**

- ⤴ Organize for a green solidarity economy with the Worcester Green Jobs Coalition.
- ⤴ Represent Worcester Roots Project in a number of green co-op, youth job and environmental justice related groups and coalitions including the Eastern Conference for Workplace Democracy, US Federation of Worker Co-ops, Worcester Youth Jobs and others.

### **Youth and Cooperative Development**

- ⤴ Take direction from, build leadership and work with youth on community projects, namely Youth In Charge Co-op which does lead-safe landscaping, outreach, snow shoveling and leaf raking.
- ⤴ Business plan development with youth co-ops and other start-ups.
- ⤴ Coach and mentor on workplace culture and social justice work.
- ⤴ Coordinate community organizing / anti-oppression trainings.

### **Organizational Development**

- ⤴ Board development and communication
- ⤴ Strategic planning
- ⤴ Participate in weekly staff collective meetings and take on parts of fundraising, administrative tasks and vehicle coordination
- ⤴ Administrative duties of the staff collective, including staff collective payroll, procurement for the organization, negotiating leases and paying rent, some fundraising
- ⤴ Community outreach about lead safety for the Worcester Lead Abatement Program

## **SKILLS**

### **Required skills/experience:**

- ⤴ Youth development
- ⤴ Community organizing / background in social and environmental justice
- ⤴ Documentation and reporting
- ⤴ Computer skills
- ⤴ Business development
- ⤴ Experience or interest in working in a democratic workplace
- ⤴ Networking
- ⤴ Self-driven

### **Other preferred but not required skills/experience:**

- ⤴ Event and conference organizing and planning

- ⤴ Fundraising and grant writing
- ⤴ Research and analysis
- ⤴ Architectural design and/or landscaping

**COMPENSATION/BENEFITS:**

- ⤴ \$13.50/hour for 25 – 30 hours/week depending on applicant's availability
- ⤴ Health care stipend
- ⤴ Flexible hours
- ⤴ Paid vacation
- ⤴ Unique horizontal work environment

**Applications due by 5pm EST on Friday, December 9<sup>th</sup>, 2011.**

The candidate will be expected to start soon after.

*Worcester Roots Project especially encourages women and transgendered people, people of color and LGBTQ people to apply. Roots does not discriminate in regards to participation, membership or employment on the basis of race, gender, sexual orientation/identity, religious conviction, ethnic identity, disability, age, country of origin, or citizenship status.*

**To apply, send a cover letter explaining your interest in the position and a resume to: [info@worcesterroots.org](mailto:info@worcesterroots.org) with subject line that includes “Green Cooperative Development Coordinator”.**

More information about our organization is available at: [www.WorcesterRoots.org](http://www.WorcesterRoots.org). Please contact Thidi Tshiguvho or Matt Feinstein with any questions: [info@worcesterroots.org](mailto:info@worcesterroots.org), (508) 343-0035.