



Athmar Park Active Living Coalition Community Connector

Overview

The Active Living Coalition is part of the Athmar Park Neighborhood Association and is a group of community members and partners committed to improving public health by promoting and improving the conditions for walking, biking and wheelchair-rolling.

What are the goals of the Athmar Park Active Living Coalition?

- Increase access to safe and accessible routes to the places we work, play, gather, and shop
- Encourage community members to walk, bike, and wheelchair roll for transportation
- Raise awareness of the connection between the neighborhood's physical design, infrastructure, and the health of community members
- Promote physical activity and increase healthy choices among community members

Job Summary

The Athmar Park Neighborhood Association is seeking a bilingual Community Connector with an interest in community organizing and advocacy, and who has the ability to communicate with community members of all backgrounds. This position will require some non-traditional hours and the ability to talk with anyone about their community and about their aspirations and about opportunities to build a more walkable, bikeable and livable community.

This is a flexible, part-time position, 15- 20 hours per week, working some weekends and evenings.

Job Skills/Requirements

Duties and Responsibilities

1. Engage, recruit, and retain community members to participate in the Active Living Coalition through door-to-door canvassing in the Athmar Park neighborhood and by tabling and handing out flyers at public places, like parks, and by attending community events.
2. Thoroughly and consistently document each interaction with community members and write a weekly report of activities.
3. Collect community feedback through surveys and other activities and report on data required for grants and other funding sources.
4. Translate outreach materials into Spanish and interpret in Spanish at meetings and events.
5. Work with the Program Manager to schedule, facilitate and document meetings and events.
6. Represent the Athmar Park Active Living Coalition at community events, conferences, tabling sessions, and more.
7. Educate community members about urban planning and public health.
8. Attend ongoing trainings, conferences and seminars as deemed necessary by supervisor.

The intent of this job description is to provide a representative summary of the major duties and responsibilities of this position. Incumbent may be to perform other job-related tasks not specifically presented in this job description. This position will report to the Program Manager.

Knowledge, Skills and Abilities

To be successful the incumbent should, at a minimum, possess skills, knowledge or abilities in the following:

- Exhibit the core competencies, habits, critical thinking, attitudes, behavior, and drive to help the Active Living Coalition reach its goals.
- Strong communication, both in person and online (social media), writing, organizational, and record-keeping skills.
- Interest in public health, active living, urban planning and/or community organizing, willingness to participate in ongoing education through the Program Manager, conferences and events, and educate the community on these topics.
- Able to handle multiple tasks and to be a team player.
- Must be highly motivated, goal oriented.
- Must have a reliable vehicle and be willing to help transport materials for meetings, must possess a valid driver's license and willing to use own automobile for travel.
- Experience working with diverse and/or bilingual populations.
- Fluency in English and Spanish and strong Spanish translation skills.
- Must have computer and printer and be willing to use for work.

Preferred Qualifications

- Familiarity with the Athmar Park neighborhood

Please submit resume and cover letter to APActiveLivingCoalition@gmail.com.

Position open until filled.