Alliance Coordinator Position – Southern Bronx River Watershed Alliance

The Southern Bronx River Watershed Alliance is a coalition of community-based and city-wide organizations who wish to see a vibrant community in the place of the Sheridan Expressway. For fifteen years, the SBRWA has campaigned to replace the 1.25 mile-long Sheridan Expressway with a community-based plan that includes fixing the transportation network and creating affordable housing, open space, and local economic development opportunities. SBRWA works toward a vision of the southern Bronx River watershed that includes a healthy environment, a prolific economy and a community that maximizes the benefits of the river as a rich natural and recreational resource. The Southern Bronx River Watershed Alliance is comprised of five Bronx-based community organizations and two city-wide advocacy groups.

The SBRWA is seeking a full-time coordinator to coordinate its community education and organizing work, support the participation of its member organizations, and manage its day-to-day communications and operations of the campaign. The coordinator will work in offices one of the Bronx-based members of the Alliance. Evening and weekend hours are expected and are occasionally necessary.

RESPONSIBILITIES:

Community Organizing & Outreach

- Establish and maintain relationships between the Alliance and relevant local organizations and institutions
- Along with Alliance member organizations and other partners, build and sustain a community base for the campaign, including the development of new leaders
- Attend and make presentations at relevant local meetings and hearings, including Community Boards, city & state agency townhalls and charettes
- Secure Alliance participation in relevant local community events (tabling, etc)
- In addition to the Sheridan campaign, participate in the organizing and planning work of member groups as it relates to the campaign
- Work with Alliance members to coordinate community events and meetings such as town halls, community council meetings, workshops, etc.

Political Advocacy and Intergovernmental Relations

- Working with Alliance members to advance the political strategy of the campaign including securing political support and capital funding for the transformation of the Sheridan Corridor
- Keeping the Alliance engaged with and informed of the activities of city and state agencies relevant to the Alliance’s campaign
- Coordinate communication between Alliance members and other relevant public agencies and officials, including keeping the Alliance apprised of relevant agency meetings, announcement, and actions
- Communicate with elected and appointed state, city and federal officials and local community boards through meetings, letters, phone calls, email, etc

The Southern Bronx River Watershed Alliance is:
Mothers on the Move + Nos Quedamos + The Pratt Center for Community Development + The Point CDC + Sustainable South Bronx + Tri-State Transportation Campaign + Youth Ministries for Peace and Justice
Administration and General Coordination

- Schedule, coordinate, facilitate, and take notes for monthly Alliance meetings and subcommittee conference calls
- Communicate regularly with Alliance member organizations to ensure that every group is up to date on the various elements of the campaign and using its capacities to advance the campaign
- Hold member groups accountable for various tasks assigned

Public Relations, Communications, and City-wide Outreach

- Maintain relationships with relevant city-wide, local, and ethnic media with goal of increasing press coverage of Alliance’s work and activities
- With support from Alliance members, draft press releases, opinion pieces, editorials, and letters to the press
- Manage and generate content for website, blog and social media outlets
- Create educational materials in English and Spanish about the Alliance’s campaign
- Work with Alliance members on the overall external communication strategy of the campaign

Fundraising and Development

- With the support of the Alliance members, research and apply for new and ongoing funding opportunities
- Work with Alliance members to develop new sources of support, potentially including private donors
- Report on and close out existing grants at the end of each grant cycle
- Work with Alliance members to maintain rapport with funders

Skills and Experience
The ideal candidate:

- Has a demonstrated interest and experience in community organizing and/or social and environmental justice advocacy.
- Proactively identifies opportunities and envisions creative strategies and partnerships
- Has exceptional people, communication, and writing skills
- Is able to commit to working weekends and evenings as needed
- Is proficient in Microsoft Word, Excel, and online systems
- Has an understanding of land use and development, transportation and related issues in the South Bronx and New York City context
- Has familiarity with NYC and NYS politics
- Holds a bachelor’s degree in a relevant field (i.e. urban planning, community organizing, policy, transportation, planning, geography, political science etc.), and have two to four years’ experience in community development and/or advocacy work, or an equivalent combination of education and experience.
- Must be self-motivated, highly organized, and able to work collaboratively with others across a range of individual and organizational styles.
- Is preferably bilingual (Spanish & English)

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How to Apply
Email cover letter and resume to Angela Tovar, Human Resources Committee, SBRWA at
hr.sbrwa@gmail.com. No phone calls please. SBRWA is an Equal Opportunity Employer. Salary will be
commensurate with experience.