

Position Commitment Estimate: 2-3 years, 40 hours a week (Full-Time)

Potential Start Date: October-November 2020

Annual Salary: \$51,521.60 plus generous benefits package

Directly Supervised by Co-Director: Currently Cleopatra Acquaye-Reynolds

3rd Space Program Coordinator

The Audre Lorde Project (ALP) is a Lesbian, Gay, Bi, Two Spirit, Trans and Gender Non Conforming (LGBTSTGNC) People of Color (POC) center for community organizing, focusing on the NYC area. Through mobilization, education and capacity-building, we work for community wellness and progressive social & economic justice. Committed to struggling across differences, we seek to responsibly reflect, represent and serve our various communities.

As a local organizing center and nationally recognized organization in the struggle for racial, social, and economic justice, ALP is hiring for the position of 3rd Space Coordinator, a position that upholds the healing, accessibility, language, migrant, & disability justice work in the organization. With the completion of our 3-year strategic plan in 2019, our membership uplifted a long-term goal of uniting ALP's wellness & safety protocols. The 3rd Space Support Program builds and amplifies community based practices of care, access, health, & wellness. The program comprises community members who are invested in language and disability access, a radical community care strategy & peer support, and in the work of integrating healing into general organizing while also politicizing healers, health practitioners and service providers.

What does the 3rd Space Coordinator do?

- Organizing a group of community interpreters and translators and supporting their skill development and practice by supporting language access in ALP's organizing work.
- Manage the 3rd Space collective who build the political and practical strategies for community care within a grassroots community based praxis.
- Radical peer support through sharing and organizing a resource database available to all community members to help them find support in a range of topics including healthcare, legal defense, housing, education and more.
- Increasing collective care strategies by skill sharing, networking and training that vary from self care to de-escalation and crisis intervention.

Role Commitments

- Leadership Development & Facilitation (40%)
 - ALP is a member-led organization, so ensuring those members feel empowered, politicized, and engaged in the current campaign/coalition work is a priority.
 - Informed by the political campaigns and the leadership of members, this position will design and creatively implement programming to engage and support LGBTSTGNC POC member's

access to dignified and quality healthcare, housing, employment, and culturally competent providers/resources for sustainability.

- Train LGBTSTGNC POC healers to provide multilingual programming and on call advocacy to center language justice strategies that sustain the cultural and political traditions of language.
- Campaign Organizing & Coalition Building with a specific lens on Wellness & Healing Justice (20%)
 - Build political education and organizing strategies on the role of healing and wellness for our movements
 - Providing updated Disability and Accessibility justice frameworks to the current campaign work.
 - Train LGBTSTGNC POC interpreters to provide multilingual programming and on call advocacy to center language justice strategies that sustain the cultural and political traditions of language.
- Programmatic & Organizational Administration Support (20%)
 - Using databases to track member needs, development, and leadership goals.
 - Utilizing evaluation tools in ALP programming, member feedback, and overall campaign work.
 - Strong work ethic in completing logistic and administrative tasks on time.
 - Leading or supporting on different internal working groups or committees.
 - Reporting programming work to our members, board, & community at large.
 - Contributing to ALP's program work by assisting at events and member meetings.
 - Collaborating with other program coordinators or directors for projects or events.

Qualities We Expect of All ALP Staff

- Advances mission
- Communicates with integrity
- Embodies a culture of respect
- Organized working style
- Transformation of self
- Reliable and shows respect for others time

Qualities We'd Love to See in an Applicant

- Strong understanding of social services and public assistance programs in NYC for LGBTSTGNC People of Color and experience working with service providers.
- Excellent interpersonal and communications skills.
- Strong peer-counseling, conflict-management and crisis management skills.
- Proven ability working with communities facing the greatest barriers to survival including LGBTSTGNC Immigrants of Color and TGNC communities of color.
- Strong working knowledge of LGBTSTGNC POC, LGBTSTGNC & POC communities, resources and services in the NYC area.
- Demonstrated experience maintaining systems of info and referrals including: resource files; organizational materials and bulletin boards; and providing info, referrals, support and crisis intervention to callers and walk-ins, as needed.

- Strong experience in program development, implementation and evaluation with communities facing the greatest barriers to survival including activities such as: info and referrals, resource sharing, crisis and violence related resources and referrals, community building, holistic health/wellness, and skills training.
- Solid interest/experience in movement-building strategies.
- Able to use PC-based word processing and database programs.
- Ability to work flexible hours, including evenings and weekends, usually 2 evenings a week.
- Experience developing and leading grassroots community organizing campaigns preferred.
- Multilingual in English and another language preferred.

What You Don't Need

- A college degree. ALP recognizes that this is a common barrier to keep people of color and people from low-income backgrounds out of positions of power.
- A Social Work License or interpreter certification. While this position reflects the education from both of those roles, ALP encourages the lived experiences of folks most impacted by oppression, therefore see that as equal, if not more important, than accredited education.

Who Should Apply?

The Audre Lorde Project is committed to justice for LGBTSTGNC people, people of color, women and femmes, immigrants, poor and low-income people, people with disabilities, chronic health issues, and mental health concerns, formerly and currently incarcerated people, youth, elders, parents, those living with HIV, and those practicing religion or faith. ALP offers equal opportunity employment to all of these groups and others required by law.

We believe that our people have the tools and lived experiences to fight for their own liberation and must lead the movement for justice. Therefore, we prioritize our work being led by those most affected by our work. Applicants must be based in NYC.

What Benefits does this position provide?

ALP pays for 100% of premiums for employee health, dental, and vision coverage; flex spending account and additional wellness programs; retirement account; commuter benefits; life insurance; and annual professional development stipend. Generous leave benefits provided, including vacation, wellness and sick days, personal days, holidays, and the first week of July, last week of November, and last two weeks of the year off.

How do you apply?

Applications should include a resume and cover letter. Please send all documents as a single PDF document to hiring@alp.org, stating position of interest in the subject line. Please note that applicants who are being considered for second round interviews will also be asked to submit a sample workshop agenda and work plan.