**Job Announcement: Job Announcement: Community Organizer**

The Vietnamese Association of Illinois (VAI) is a state-wide organization serving thousands of diverse ethnic refugee and immigrant communities in the Chicagoland and DuPage county. Our mission is to foster unity and solidarity among Vietnamese people in Illinois. VAI has assisted in the resettlement of families, to apply for citizenship, build community, and increase civic engagement.

The Community Organizer will collaborate with the Organizing Manager and community leaders to develop strategies to building power in the community through grassroots organizing and leadership development.

**RESPONSIBILITIES:**

* Develop and execute plan for community engagement and community leadership development;
* Establish and maintain relationships with stakeholders such as local organizations, community leaders, and public officials;
* Collaborate with community partners in various coalitions to support policies upholding immigrant-rights, elderly care, secured public funding for vital services, and racial justice;
* Prepare and disseminate community outreach materials in Vietnamese and English, as well as identifying other languages needed to support community members;
* Recruit, train, and engage volunteers and community members in activities such as phone-banking, canvassing, and outreaching at community events;
* Support digital outreach efforts by providing information to be placed on website and other communication pieces, such as the quarterly magazine and the annual report;
* Collaborate with the leadership team to develop the organization’s strategy for policy and policy advocacy.

**QUALIFICATIONS:**

* At least two years of experience working in advocacy, public policy, community organizing, or any other related experienced in community-based settings;
* Ability to think and plan strategically and concretely;
* Ability to work collaboratively and build consensus across diverse sets of community interests;
* Ability to multi-task effectively, including having strong planning and organizing skills and the ability to work well under pressure;
* Strong preferred: Vietnamese-language proficiency or any other languages supporting immigrants in Chicago.

**Job Type:** Full-time salaried position with benefits package.

If interested, please submit a cover letter, writing sample, resume, and three references to InfoVAI@hnvi.org with “Community Organizer - [Name]” in the email subject line.

*VAI is an equal opportunity employer committed to fostering a diverse and equitable environment. VAI does not discriminate on the basis of race, color, national origin, sex, gender identity, religion, sexual orientation, age, disability, parental status, veteran status, or any other protected status under applicable laws. We encourage individuals of all backgrounds to apply.*