



## **Job Announcement: Wellness Organizer**

**Community United Against Violence (CUAV)** is a San Francisco, CA-based organization working to build LGBTQ (lesbian, gay, bisexual, transgender, and queer) power to create safety in our lives and communities. CUAV seeks an experienced person to serve as full-time Wellness Organizer. All staff members work cooperatively and are involved in programmatic, fundraising, organizational development, and operational activities.

### **PRIMARY RESPONSIBILITIES:**

- Coordinate and conduct outreach and trainings to recruit new participants.
- Facilitate and prepare arts-based wellness support groups for LGBTQ people surviving violence or abuse.
- Coordinating healthy meals for participant and member activities.
- Provide advocacy-based counseling to participants.
- Support ongoing participant leadership development and coalition activities.
- Participate in ongoing documentation including Salesforce databasing, evaluation, and planning.

### **COLLECTIVE MEMBER RESPONSIBILITIES:**

- Participate in staff meetings, evaluation, and planning.
- Represent the organization in local, statewide, and national alliances and partnerships as needed.
- Actively participate in organizational Support & Accountability structure through regular peer assessment, workplans, agreements, and staff buddies.
- Provide some day-to-day organizational administrative support.
- Actively engage in personal and political development to better support organizational mission.
- Actively participate in organizational fundraising and Board activities as needed.
- Support government contract management as needed.
- Additional duties, as needed.

### **REQUIRED QUALIFICATIONS:**

- One or more years of experience in case management, support group facilitation, peer

counseling or advocacy-based counseling.

- Committed to open, direct, and non-violent communication.
- Extensive knowledge of and experience in diverse LGBTQ communities, particularly low-income and immigrant LGBTQ communities of color.
- Highly organized, detail-oriented self-starter with the ability to multi-task and problem-solve to meet competing deadlines.
- Experience in or passion for working in non-hierarchical environments, with the ability to work accountably both independently and as part of a team.
- Flexible schedule with the ability to work Wednesday evenings, and other nights and weekends when necessary.
- Deeply committed to providing services from a harm reduction, social justice, and community organizing framework.

**PREFERRED QUALIFICATIONS:**

- Bilingual in Spanish and English.
- Experience with training and facilitation, particularly popular education.
- Interested in or have experience doing community organizing and leadership development work.
- Experience working in a multi-racial, multi-gender, inter-generational organization.
- Know your way around Google apps, Salesforce database, Apple computers, and Microsoft Office.

**STATUS:**

- This is a full-time (FTE 1), 40 hrs per week, position.
- This position will be paid a competitive salary and receive full benefits.

**TO APPLY:**

- Please submit cover letter, resume, and three references to [hire@cuav.org](mailto:hire@cuav.org) with “Wellness Organizer” in the subject line. Please NO phone inquiries about this position.
- Position will remain open until filled. There is no specific start date.

*CUAV strives to cultivate a staff team that reflects the diverse communities we serve. People of color, immigrants, and transgender and gender non-conforming people are encouraged to apply.*