



[Seattle Neighborhood Greenways](#) is a grassroots, walking and biking focused non-profit that has been improving our neighborhoods since 2011.

Vision: All neighborhoods are great places to walk, bike and live.

Mission: We empower neighbors to identify, advocate for, and activate safe and healthy streets for all people. Seattle Neighborhood Greenways is a coalition of neighborhood groups across Seattle that advocate for the needs of their communities. We work to impact city plans, budgets, projects, and processes, conduct a memorial program for victims of traffic collisions, and work with low income schools to make it easier and safer for kids to walk and bike to school.

Job Title: Community Organizer

Key Responsibilities: We are a very small organization, so you will have the opportunity to work on a broad set of tasks and employ a broad range of skills.

- Recruit, develop, and retain volunteers. Process sign up sheets, welcome new volunteers, build relationships, organize trainings as needed,
- Provide support, guidance, knowledge, encouragement, and organization for our 16 neighborhood-based groups that have varying levels of activity and need.
- Run six to seven annual advocacy campaigns that range from citywide policy and funding changes to neighborhood walking and biking infrastructure.
- Build relationships with a diverse set of potential allies ranging from chambers of commerce to immigrant organizations.
- Provide expertise on walking, biking, and livable streets to local government, neighborhood groups, government advisory boards, the media, and our volunteers.
- Engage our supporters on social media with storytelling in our quarterly newsletter, on our website, and in person.

Other responsibilities include, but are not limited to

- Help to organize occasional memorials for victims of traffic collisions.
- Support our safe routes to school part-time staff as needed.
- Manage occasional interns.
- Help as needed with a variety of tasks to keep our nonprofit movement for safe streets going strong.

Requirements

- Experience with volunteer management and grassroots or community organizing.
- Experience with advocacy campaigns.
- Ability to keep good records.
- Ability to distill problems, opportunities, relationships, and other factors into clear plans and tasks for our volunteers.
- Ability to work independently with general guidance from the Executive Director.
- Passion and intellectual curiosity for the safe streets movement.
- A commitment to equity, inclusion, and social justice.
- Ability to work a flexible schedule.

Hours

Salaried exempt, but we strive for forty hour work weeks. Community organizing work requires frequent evening meetings. Occasional weekend work is required as well (about once a month). Some evening meetings are scheduled in advance but many meetings require a flexible schedule.

Location

All work (except perhaps for a conference once a year or so) is within Seattle city limits. This job entails frequent meetings in neighborhoods around the city.

Our offices are in the Impact Hub in Pioneer Square. Impact Hub has a good atmosphere due to its collection of social impact nonprofits and for profits. The building has showers, a ping pong table, bike parking, free coffee and tea, networking opportunities and more.

Transportation

A car is not required for this position. Applicants who walk and bike for transportation will be better suited to understand the challenges we currently work on, but owning a bike is not required.

Benefits

Salary \$40,000-\$50,000 (depending on experience). Generous vacation policy (PTO). Health insurance. Flexible work hours. That warm fuzzy feeling from making a difference.

To apply

Email a resume, cover letter, two professional references, and a short (no more than a page) story of an organizing or advocacy campaign you have been involved in to: jobs@seattlegreenways.org. Position open until filled. We strongly encourage applications from people who have been historically underrepresented in walking and biking advocacy, the transportation sector, and nonprofit work.

Keywords: Volunteer coordinator, advocacy coordinator, walking, biking, pedestrian, community organizing

Seattle Neighborhood Greenways is an at-will employer.