

Job Posting: LIAC Social Justice Coordinator

Position: Social Justice Coordinator for LIAC (Long Island Area Council)

Time Requirement: 20 hours/month **Start date:** August 2019

Compensation: \$15/hr, app. \$300- 325/month

Send resume by July 1 to: : Rev Linda Anderson, President LIAC

Contact e-mail: revlin23@gmail.com

The Long Island Area Council of eleven Unitarian Universalist congregations has sponsored programs for children, youth and adults for more than thirty years. LIAC is now looking for a Unitarian Universalist to coordinate social justice efforts among the eleven LI congregations.

Job Description: This coordinator job will consist of:

- research and outreach to congregational Social Justice leaders/members, meeting with potential allies, and with the Long Island UU clergy group to align work.
- communication with congregations and the LIAC Board
- Operations
 - Re-energize the Social Justice Roundtable
 - Develop vision/mission statement with the Social Justice Roundtable
 - Identify 3-4 issues that LIAC will respond to annually
 - Develop talking points for issue areas
 - Set up procedure for outreach to get participants from congregations to participate in identified issue areas
 - Develop and manage Rapid Response protocol for statements, press releases, speakers at rallies etc.
- reporting to the LIAC Board

Competencies for this position:

We are looking for a person who is a member in good standing of a Long Island Unitarian Universalist congregation who is active in and knowledgeable about social justice work. Our coordinator needs to be well organized, self-motivated, reliable, with good communication skills. They need to have the ability and enthusiasm to build coordinated responses among the different UU congregations. They will understand that this work is not for promoting their own personal priorities for social justice work but rather to develop the capacity of Long Island UU's to respond. The coordinator must have good listening skills and will work flexibly with others.

Looking ahead: *This is an aspirational job description and LIAC is aware that it will not all be accomplished in the allotment of 5 hours/week. The Social Justice Coordinator will prioritize the duties for maximum effectiveness. LIAC hopes that in future years we can increase the funding for and hours of this position and so build its capacity.*

Social Justice Coordinator - Job Description - 5 hr a week position

Purpose of a Social Justice Coordinator

1. for UU'ism to have a greater impact on social justice issues on LI
2. for UU's to have a louder voice when speaking as a faith community
3. for building contacts with other groups working on LI
4. for potential outreach to folks who might be interested in UU'ism

Duties

Research and Outreach

- Meet with congregational SJ leaders/members; conduct informational survey about issues being covered in congregations; major priorities; collect ideas for collaboration among congregations or Island-wide campaigns
- Build relationships with potential allies including in other progressive faith communities, and SJ nonprofit organizations in order to develop areas of mutual concern and ways to work together
- Meet with UU clergy group to align work

Communications - determine how communications will work with the LIAC

Communications Coordinator

- Set up online community for communication, info sharing between congregations, (list serve etc)
- Set up schedule of monthly roundtable meetings (some in person, some virtual)

Operations

- Re-energize the Social Justice Roundtable
- Develop vision/mission statement with Roundtable
- Identify 3-4 issues that LIAC will respond to
- Develop talking points for issue areas
- Set up procedure for outreach to get participants from congregations
- Develop and manage Rapid Response protocol for statements, press releases, speakers at rallies etc.

Reporting to LIAC Board

- Attend monthly LIAC Board meetings (in person or by Zoom)
- Make a monthly report to the LIAC Board
- Make an annual report to LIAC
- Submit a quarterly report of hours to the LIAC Treasurer (due 10/1, 1/1, 4/1, 7/1)

Other duties as agreed upon with LIAC Board

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