

## **Part-Time Coordinator for New Orleans 2020 Criminal Justice Reform Platform**

### **Description**

The **2020 Criminal Justice Reform Platform** (2020 CJRC) is looking for a Part-Time Coordinator to operate in the capacity of a grassroots organizer and support the work of a part-time moderator. The Coordinator will be responsible for coordinating a community engagement coalition for the purpose of issuing a 2020 Criminal Justice Reform Platform and for disseminating the platform provided by the Coalition to both community and campus groups.

### **Qualifications**

The Coordinator must be

- A clear communicator and able to engage with voters both in person and digitally,
- Willing to work outside of business hours
- Reliable and accountable for work product
- Have 3-4 years of organizing experience
- Have a working knowledge of criminal justice issues
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The Coordinator should have

- familiarity with the Orleans criminal court systems
- Proven track record in the criminal justice sphere
- Proficiency in all Microsoft programs as well as organizer related infrastructure

Duties will include:

- Coordinating community groups to create a criminal justice reform platform that can be used for further community organizing, voter education and candidate education in 2020
- Developing student volunteers on campuses and work with student leaders to host events on campus focusing on voter education in 2020
- Working with community members and college administrations to increase civic participation and voter registration on campus
- Planning and hosting events within the community and on campus
- Using digital tools to build on field organizing
- Developing relationships with community and campus groups
- Supporting the work of the fulltime organizer.
- Hit defined field goals, including voter contact, event planning, volunteer goals, and turnout

**How to Apply:** If interested, please send an email with the subject line “2020 Criminal Justice Reform Platform Coordinator” with a cover letter, detailed resume, and list of three references to [admin@courtwatchnola.org](mailto:admin@courtwatchnola.org) by September 20, 2019. The job position will start in early October 2019.

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