



California Divestment Coordinator

350.org is looking for an experienced campaign coordinator excited to build, connect, and coordinate the grassroots fossil fuel divestment campaign to divest the State of California. The divestment movement is taking off in North America and globally, and we are looking to make California a flagship campaign in this effort. This is a part-time, 3 month position.

About 350.org

350.org is building a global grassroots movement to solve the climate crisis. Our online campaigns, grassroots organizing, and mass public actions are led from the bottom up by thousands of volunteer organizers in over 188 countries. 350.org works hard to organize in a new way—everywhere at once, using online tools to facilitate strategic offline action. We want to be a laboratory for the best ways to strengthen the climate movement and catalyze transformation around the world.

About the California Divestment Campaign Coordinator

We are looking for an experienced campaigner, strong in coordination, project management, and strategy who can support and amplify the exciting, burgeoning work to divest the State of California from fossil fuels.

This person will work closely with our volunteer divestment campaign team (Fossil Free CA) in California to manage projects, coordinate and support routine meetings as well as initiate and support strategies for amplifying the divestment work across the state, engaging volunteers and building support for the campaign. This person will report directly to the National Community Divestment Campaign Manager at 350.org.

This is a part-time contract position for 3 months, with a possible extension.

Required Qualifications

- Self-starter with the ability to work independently
- Strong computer skills, work schedule flexibility, strong follow-through and attention to detail
- Strong proficiency in Excel, Google Documents, Google Hangouts, and conference call software
- Ability to work well with all levels of internal management, staff and volunteers
- Familiarity with community engagement techniques and experience with group facilitation
- Volunteer engagement experience
- Sincere commitment to volunteer leadership; must be willing and eager to listen to and respect

volunteers

- Ability to adapt quickly to changing political climate and recognize moments of opportunity for campaign growth

Desired (but not required) skills and experiences

- Community or political organizing experience is a plus
- Demonstrated experience working with diverse stakeholders, and with both grassroots groups and organizations
- Experience working with labor and pension groups

We are looking for someone who is comfortable working both independently and in teams, highly responsive, and able to lead initiatives as well as take direction from others.

Position Type: Part-time, 3 month contract position, 20 hrs weekly with possible extension.

Application Deadline: This position is open until filled.

Start Date: December 1st (flexible)

Compensation: competitive compensation based on experience

Location: Bay Area, CA preferred but flexible on location.

Application Information

To apply for this position, please send your CV and letter of interest to jobs@350.org, with **California Divestment Coordinator** in the subject line. We hope to begin the interview process by **November 12th**, but this position is open until filled.

In slightly more detail, some of the responsibilities will include:

- Research and develop California divestment strategies in coordination with the Fossil Free CA coordination team
- Support implementation of campaign opportunities, primarily a campaign launch
- Convene regularly scheduled CA divestment coordination meetings, and organize followup.
- Facilitate access to campaign materials and resources, answer basic questions about the campaign
- Support and sometimes initiate project and event plans under the leadership of volunteer campaigners and in coordination with 350 National
- Develop and manage the budget for key CA divestment projects, interface with vendors.
- Organize monthly statewide conference calls and call followup
- Organize orientation calls for new campaign members to plug them into work and give them general information about divestment and the campaign in coordination with volunteer development committee
- Supervise campaign outreach in collaboration with Volunteer Development committee
- Support the work of the Fossil Free CA committees, ensuring that the committees are staffed and functioning

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350.org wants to be an inclusive and collaborative group of people who bring a variety of approaches to the work we do. We're committed to the principles of justice, and we try to build a workplace where everyone's treated fairly and enjoys working together. We value new perspectives, ideas of all sorts, and different ways of working. Diverse perspectives and experiences improve the way 350.org carries out its work – including what we decide to work on and how creatively/effectively we do that. We do our best to make staff positions accessible to women, people of of any ethnic background, people of any age, Indigenous people, lesbian, gay, bisexual, transgender, intersex, queer people, disabled people, and other under-represented communities in our kind of organisations – including communities most impacted by climate change or impacted by other kinds of environmental, social, and economic injustice.

If you have suggestions for us on how to do this better, we really value your input and strongly encourage you to write to us at jobs@350.org with the subject line 'Hiring Feedback'.