

## **NORTHWEST TOXIC COMMUNITIES COALITION (NWTCC) COALITION COORDINATOR JOB ANNOUNCEMENT**

### **ORGANIZATIONAL OVERVIEW AND JOB SUMMARY**

The Northwest Toxic Communities Coalition (NWTCC) is a network of non-governmental and community organizations in AK, ID, OR and WA working to clean up toxic sites. We work to increase oversight, involvement, and leadership among affected people in order to serve the public interest and environmental justice. **Our mission is to connect with and empower communities impacted by toxic waste and to share resources, information, and support for toxic clean-up efforts throughout the northwest states.**

We are seeking an individual to strengthen the Coalition and lead it in its efforts to educate the public and elected officials on the need and benefit of hazardous waste clean-ups; assist the public in making the connection between human health impacts and health care costs; support Superfund reauthorization and the Superfund Ombudsman position; and communicate our message to the public. Long term goals include, but are not limited to:

- Identify and link communities working for toxic site clean-ups
- Empower marginalized communities and populations to achieve clean-up goals
- Guarantee “best practices” by EPA and state agencies in public participation and toxic clean-up actions
- Educate and gain support from elected leaders

### **REQUIRED SKILLS & EXPERIENCE**

NWTCC seeks an experienced individual with knowledge and passion about environmental, health, and justice issues and a commitment to grassroots organizing. The ideal candidate will have a proven track record in grant writing and coalition-building; excellent writing, verbal and organizational skills; the ability to work unsupervised on a daily basis; the ability to work with diverse groups of people while maintaining a positive attitude; web site development and management skills; proficiency in internet and electronic communications. Undergraduate degree required; graduate level degree preferred.

Other responsibilities of the Coalition Coordinator include the following:

- Develop and implement short- and long-term agendas
- Handle all facets of Coalition meetings, including recruitment and logistics
- Assist in building membership in the Coalition
- Write and manage government and foundation grants
- Research and develop other funding opportunities
- Update all state and federal non-profit status filings
- Develop, manage, and work within budgets
- Lead and work with partner organizations and scientists
- Liaise with elected officials and agencies on behalf of the Coalition
- Educate the public about Coalition's mission

SALARY: \$20-25/hr, DOE

HOURS: 10 hours/week initially; hours will increase based on secured grants

LOCATION: University of Washington, with potential to work from home

BENEFITS: This is an hourly contract position, without benefits, through the University of WA Dept. of Environmental & Occupational Health Sciences, for the first year. With successful fundraising, the position is expected to grow to half or full time and to move to an independent office.

**APPLY TO:**

Please e-mail cover letter, resume, and 3 references by February 8, 2008 to [toxiccommunities@gmail.com](mailto:toxiccommunities@gmail.com). Please write "NWTCC Search" in the subject line. No phone calls please.

NWTCC is an equal opportunity employer. Women and people of color are strongly encouraged to apply.