



Community Organizer for Sustainability

~15 hours/week
Harrison City, Pennsylvania

Promote PT Inc. DBA, Protect PT (PPT) is a 501(c)3 nonprofit organization dedicated to ensuring residents' safety, security, and quality of life by engaging in education and advocacy to protect the economic, environmental, and legal rights of the people in Westmoreland and Allegheny counties. PPT empowers local residents to become informed and involved in current local events to promote a more viable and communal future. PPT partners with similar community-based organizations to conduct outreach, host educational workshops, and attend community events. Visit our website for more information on our initiatives. www.protectpt.org

We are seeking a socially and environmentally conscious person who is a strong communicator and demonstrates a positive attitude, flexibility, enthusiasm and has a passion for helping others and the community. This position requires excellent computer, time management, and communication skills. This position will report directly to the Executive Director and will assist the Community Organizer with facilitating Protect PT's sustainability initiative. This effort will consist of organizing community events, maintaining communication channels, developing outreach materials, and conducting research to support projects and funding. If you feel that you have what this job requires, send us a resume and a detailed explanation of why this position is for you!

Responsibilities:

- Assist in community mobilization efforts developing sound organizing strategies;
- Prepare & distribute materials at local meetings and encourage community members to engage through our email newsletter, website, and social media, direct phone calls and canvassing;
- Assist in interviewing program participants and writing blogs and other materials for promotion and marketing of the program;
- Help plan & develop organizing campaigns to drive and amplify the organization's mission;
- Help coordinate meetings and events;
- Occasionally attend evening and weekend events;
- Other tasks as needed.

Qualifications:

- Working toward a Masters or Bachelors Degree in Communication, Community Planning & Organizing, Environmental Studies, Public Relations, Social Work, or an associated major
- Ability to work independently, meet deadlines, and quickly learn PPT's outreach strategy as it pertains to the overall goals of the organization
- Excellent oral and written communication skills
- Proficient in Google Drive and online collaboration
- Experience in direct action, organizing, and leadership
- Passionate about social and climate justice
- COVID-19 Vaccination

PPT offers a supportive and flexible working environment with telecommunication available. PPT will work with the selected candidate's educational institution to meet credit or community service requirements.

How to Apply:

PPT strongly encourages people of color, women, LGBTQ individuals, and those with disabilities to apply. Qualified applicants should send a cover letter and resume to Annie Deely, Community Organizer at annie@protectpt.org.

PROTECTPT.ORG • (724) 392-7023 • 3337 ROUTE 130, HARRISON CITY, PA 15636