



## Job Opening - Community Connector

### Job Description (Summary)

We are seeking two independent contractors for Community Connectors positions. Community Connector will support and organize residents in the neighborhoods to carry out community actions and further the organization's mission and goals.

Successful candidates, independent contractors, will be responsible for their own benefits and taxes.

### Responsibilities

- Maintain a feedback loop between the neighborhood and partners
- Provide relevant volunteer training to advance campaigns if appropriate
- Track resident involvement and create reports as needed
- Serve as a liaison between organizations and the community, providing information about programs, services, and events
- Other duties as assigned in support of BSCCA's mission and vision.

### Salary, Work Hours & Location

- Budgeted Pay Range: Part-time: \$25k - \$35k annually (salary commensurate with experience)
- Flextime/part-time: This position will require that you work some evenings and weekends depending on the assignment
- This position includes working in the BSCCA Office at 3000 'D' W Master St and in the Brewerytown Sharswood neighborhoods specifically 19121, 19132, and 19122 zip codes

### Education and Experience Requirements:

- Experience working as a community organizer (outreach); (marketing, public relations, social work or related field is desirable)
- Experience in Microsoft Office (Word, Excel, PowerPoint and Outlook)
- Experience hosting virtual meetings on various platforms (Zoom, Microsoft Teams and Webex); social media and digital communication is preferred.

## **Required Skills and Qualifications**

- Outgoing personality and ability to work with people from a variety of backgrounds
- Open to ongoing development and learning/training
- Ability to work independently and also as part of a collaborative team.
- Identify, develop and build new leaders

For more information, please visit our news page: <https://brewerytownsharswood.org/blog>.  
Send inquiries and resume to [bscca.info@gmail.com](mailto:bscca.info@gmail.com)

## **About the Brewerytown/Sharswood Civic Association (BSCCA)**

The Brewerytown Sharswood Community Civic Association believes in the power of community. The association is devoted to maintaining and furthering the community's civic, recreational, economic, educational and cultural aspects. It's our mission to initiate revitalization and improvement of the quality of life for Brewerytown/Sharswood residents. As an employer, Brewerytown Sharswood Community Civic Association values inclusion, integrity, innovation, empowerment, and hard work. If you want to work with a passionate team of people who care about their community, please read.

## ***Disclaimer***

*The above statements are intended to describe the general nature and level of work being performed by employees assigned to this classification. They are not intended to be construed as an exhaustive list of all responsibilities, duties and/or skills required of all personnel so classified.*