Climate Equity Program Manager

Familias en Acción is looking for a community-oriented, collaborative, and entrepreneurial leader to join the Acción Climática (Climate Equity) team as our new Program Manager. This position is a member of Familias’ leadership team and oversees a small team committed to environmental justice and health equity for the Latino/x/e community in our region.

This position will develop and manage our Climate Equity, Health and Resilience program for Latino/x/e communities in Portland. The Program Manager will contribute to the ongoing development of our Climate Change curriculum; develop program strategies and action plans; cultivate and manage key relationships and partnerships; and help facilitate and coordinate a Latinx Climate Justice Advisory Council. In collaboration with others, the Manager develops a plan that integrates evidence-based models for building community resilience, and identifies and implements strategies and activities aimed at improving Latinx health and safety. The Manager will work in a hybrid environment of remote and in-person work. This position reports to the Deputy Director.

How to Apply?

All interested candidates, please send a resume and cover letter to Patricia Patrón at patricia@familiasenaccion.org with subject line: Climate Equity Program Manager Position.

All inquiries and discussions will be considered strictly confidential. Applications will be considered as they are submitted so you are encouraged to apply early. Applications will continue to be accepted until the position is filled.

Do you want to be part of an organization that is changing the lives of our comunidad Latina/x/e?

Since 1998, Familias has worked tirelessly to serve the needs of our Latino/x/e community members who experience some of the greatest health challenges and inequities. We are committed to giving power back to our people through health education, resources, and our collective advocacy work. We center our work around our values of familia, empoderamiento, confianza, innovación, and inclusividad. Our promise is to be present, to engage, and to be relentless in our pursuit of health equity.

This opportunity

This is a full-time exempt position with a salary of $60,000 - $65,000, depending on experience and skills. Familias offers an excellent benefits package, including employer-paid comprehensive medical, dental and vision insurance. We also offer a 401k retirement plan with a 3% salary annual employer contribution; and generous holiday and paid time off.
Who you are:
- You are passionate about environmental justice and equity and understand the intersection of climate change and health.
- You understand all dimensions of Popular Education and are excited to apply its techniques to address health inequities and empower training participants to improve their health.
- You are a self-starter leader who appreciates working in collaboration with a small team to deliver on program content and milestones.
- You are a resourceful leader who exercises patience, kindness, and humility in your approach to work and to leading and mentoring others.
- You lead projects with flexibility, adaptability, and a sense of community understanding, balancing your expertise with your team’s feedback and input.
- You are a natural communicator whose empathetic approach is reflected in your ability to collaborate with our Latino/x/e community.
- You are a natural advocate for the work of Familias en Acción and our approach to the work.
- You are a community builder, able to pull others for a good cause.
- You enjoy both program management as well as the opportunity to connect on the ground with program participants.
- You are passionate about equity and anti-racist practices.

What you will do:

Program Development/Management (35%)
- Develop and manage the Climate Equity and Disaster Preparedness curriculum to educate the Latinx community about climate change and the intersection with health.
- Execute on grant deliverables.
- Implement, manage, and deliver training and events across the state.
- Develop program communication strategies and content for social media, newsletters, and podcasts.
- Cultivate partners and form new partnerships, to establish, coordinate, and manage a Latinx Climate Justice Advisory Council.

Administration (30%)
- Lead, coach, mentor, and supervise program staff to execute deliverables, while establishing performance goals, ensuring progress towards milestones, and providing consistent coaching and feedback.
- Manage detailed program budgets and reporting for funders.
- Assist with seeking and writing funding applications.
- Collaborate and manage third party vendors, contractors, and researchers.

Advocacy (10%)
- Coordinate engagement with key stakeholders on a variety of climate change and climate equity issues.
- Identify environmental justice and climate policy priorities for Latinx communities. Advocate for systemic and policy change.
Strategic Planning (10%)
  ● Actively participate in program strategic planning efforts.

Other Responsibilities (15%)
  ● Maintain up-to-date expertise on climate change and its effects on Latinx health.
  ● Actively participate in Familias’ annual Latino Health Equity Conference.
  ● Work closely with staff and teams for intentional program collaboration.

Qualifications
  ● Bachelor degree or equivalent four years of work experience in health, education, social work, or related field required.
  ● At least two years of project, budget, and staff management required.
  ● Minimum of three years of experience in teaching or coordinating classes, human services, healthcare, or social services.
  ● Experience in applying the Popular Education model and lens is highly preferred.
  ● Bicultural and Bilingual in English and Spanish with the ability to communicate effectively orally and in writing is highly preferred.
  ● Experience working with Latino/x/e families, delivering education classes, community events, and/or case management.
  ● Experience in climate change and environmental issues is preferred.

Working Conditions
  ● Hybrid remote and office work expected.
  ● Occasional work on evenings and weekends and travel to outreach locations is required.
  ● Must have a valid and in good standing driver’s license and auto insurance.
  ● Employment depends on passing a background check.
  ● Frequently move boxes weighing up to 20 pounds across offices/events.
  ● Covid vaccination is required.
  ● Frequent use of keyboard, monitor, mouse, telephone and/or headset.

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