



Position Title: Environmental Justice Manager

Reports to: Policy Director

Employment Classification: Regular, exempt

Hours: 1.0 full time equivalent

Compensation: \$49,975-\$56,247

Benefits: Generous 90% employer-paid medical, dental, and vision insurance; 401K plan with employer match; subsidized transit pass; cell phone reimbursement; paid time off & seven paid holidays annually and flexible family-friendly schedule.

About APANO:

APANO (The Asian Pacific American Network of Oregon) unites Asians and Pacific Islanders to build power, develop leaders, and advance equity through organizing, advocacy, community development, and cultural work. We envision a just world where Asians and Pacific Islanders and communities who share our aspirations and struggles have the power, resources, and voice to determine our own futures, and where we work in solidarity to drive political, social, economic, and cultural change. APANO has a 501(c)(3) organization called APANO Communities United Fund (CUF) and works closely with its affiliate 501(c)(4) organization, APANO.

Position Description:

APANO CUF is looking for an Environmental Justice Manager to lead on organizing strategy for APANO's climate justice work, to represent APANO in policy coalitions, and to manage environmental justice programming. The Environmental Justice Manager will report directly to the Policy Director and work closely within the Political Advocacy and Civic Engagement (PACE) team at APANO.

The successful candidate is movement-oriented, and is excited to work to build a dynamic, queer-friendly, multi-ethnic, API-centered and led, intergenerational organization. They will be relationship-oriented, responsive and responsible, self-aware, and someone who values and practices direct and compassionate communication with their colleagues and team.

Position Responsibilities:

Program Management & Policy Development (75%)

- Develop and execute a community engagement/organizing strategy to help inform APANO's climate justice policy work
- Lead planning and implementation for the annual Climate, Health, and Housing Institute program (including developing and implementing curriculum) to prepare a cohort of Pacific Islander and Asian American community members to take action on environmental justice priorities
- Represent APANO in environmental justice policy coalitions and collaboratives to build partnerships and collective power, and to bridge the gap between community organizing and policy direction setting.
- Implement major APANO events as well as general advocacy programming (lobby days, policy presentations, etc.)
- Supervise organizer positions as needed



Development & Communications (25%)

- Lead fundraising and grant management efforts to sustain ongoing funding for APANO's continued environmental justice programming in partnership with the development team.
- Manage and supervise environmental justice intern, programming budget, including for the Climate, Health and Housing Institute (CHHI), summer programming, and community engagement around policy priorities
- Curate communications and execute communications plans for environmental justice programs in partnership with the communications team.

Required Qualifications

- Demonstrated commitment to racial justice, advocacy, and environmental justice; record of success working with communities of color, low-income folks, LGTBQAIA individuals, and other historically marginalized communities
- Strong project management experience
- Ability to think strategically and prioritize
- Ability to explain technical terms and complex climate policy concepts in a clear and concise manner
- Detail oriented

Preferred, but not required:

- Extensive knowledge of Asian and Pacific Islander communities and issues
- Comfortable leading workshops and trainings with large groups
- Community organizing experience

How to Apply

Applications received by **9/6/2021** will be prioritized for initial review. To apply, email your complete application to jobs@apano.org with the subject line "Environmental Justice Manager."

Complete applications include:

- Cover letter (1 pages max) clearly outlining the specific skills and knowledge you bring to the job and how they are a good fit with the responsibilities of the position.
- A resume (2 pages max) detailing relevant experience, work history, education and accomplishments.
- If you proceed to a final round of review, we will ask for 3 references with contact information and your relationship to the reference (you may include these references in your initial application, but it is not required)

APANO and APANO Communities United Fund are an equal opportunity employer. All applicants will be considered for employment without attention to race, color, religion, sex, sexual orientation, gender identity, national origin, veteran or disability status, or any other legally protected classification. APANO and APANO Communities United Fund encourages applications from women, people of color, LGBTQ people, and other minority groups.