

LEGALMOMENTUM

The Women's Legal Defense and Education Fund

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Job Description

Job Title: Community Empowerment Fellow
Department: Legal Department
Function: Manage know-your-rights community education and outreach programs
Reports to: Legal Director and Deputy Legal Director
Salary range: \$55,000 – 60,000
Location: New York, NY

About Legal Momentum: As the longest serving women's civil rights organization in the country, Legal Momentum harnesses the power of the law to advance gender equality, with a focus on gender-based violence, educational equity, fairness in the courts, reproductive justice, and workplace equality and economic justice. In the last five decades, Legal Momentum has made significant strides in these areas by bringing impact litigation, drafting and helping to enact laws and policies that expand gender-based protections, and creating educational initiatives to inform individuals about their rights.

About the Community Empowerment Fellowship: The Community Empowerment fellowship is a two-year, full-time position (with the possibility of extension or permanency pending additional funding). The fellow will lead two of Legal Momentum's signature know-your-rights programs in New York: the new Worker Empowerment Collective and the Rights Now! Program. The fellow works within the Legal Department and under the Direction of the Legal Director and Deputy Legal Director.

About the Worker Empowerment Collective: The Worker Empowerment Collective in New York will bring together women who are worker leaders across various lower-wage industries to identify common workplace violations, work with our Legal Team to develop a worker know-your-rights training curriculum, identify strategies to share and disseminate this information broadly within their worker communities, and to carry out trainings and distribute know-your-rights information within their communities. General topics to be covered include workplace discrimination, rights regarding fair and equitable pay, workplace health and safety, and workplace rights for pregnant workers and workers with families. Industries to target include farming, nail salon work, domestic work, the garment industry, homecare, hospitality including restaurant and hotel work, janitorial work, and retail.

About the Rights Now! Program: Since 2016, the Rights Now! program annually recruits and trains a cohort of young people in New York City to facilitate empowerment-based, activity-based, and dialogue-focused workshops with their peers touching on issues related to gender and racial equality and gender-based violence and related legal rights. The peer educators develop resources and materials accessible to their peers and identify strategies to share and disseminate the information. Peer educators receive collective and individual leadership development throughout the program.

Position Responsibilities

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Under the guidance of the Legal Director and Deputy Legal Director, the Fellow will be expected to:

- Carry out research to develop base curricula for both programs (i.e., workplace rights, gender-based protections in education, rights relevant to survivors of gender-based violence)
- Engage in community outreach throughout New York State to recruit worker leaders across female-dominated low-wage industries to participate in the Worker Collaborative and across New York City to recruit youth leaders to participate in the Rights Now! Program.
- Coordinate, lead and facilitate regular meetings with cohort of Worker Collaborative worker leaders in female-dominated low-wage industries to develop a worker-led, worker-centered workplace rights curriculum, to identify strategies for dissemination of the program's trainings and materials, and to build the capacity of the worker leaders to deliver the trainings within their worker communities.
- Coordinate, lead and facilitate regular meetings with the Rights Now! youth leaders to develop resources, materials and workshops to engage their peers in discussion and education about rights underlying gender and racial equity and to address gender-based violence, to identify and carry out strategies for dissemination of the program's materials, and to conceive of and carry out community outreach.
- Identify community partners and engage in broad and ongoing outreach with community-based organizations and advocates sharing the common goals of serving the needs of women workers in lower-wage industries and serving the needs of youth.
- Translate materials from English-to-Spanish and Spanish-to-English
- Carry out social media campaign to profile the Worker Collaborative and the Rights Now! Program.
- Complete grant obligations and reporting requirements for both programs.
- Other tasks as necessary to successfully carry out both programs.

Qualifications:

- At least 2 years of experience doing social justice-oriented work
- Demonstrated commitment to women's rights and gender equality
- Experience working with low-income communities, youth, and/or community-based organizations; experience working with one or more of the target worker communities preferred
- Experience developing and/or giving accessible language training to marginalized communities.
- Ability to work effectively both independently and collaboratively with people from a broad range of backgrounds
- Strong written and verbal communication skills in both English and Spanish. Spanish fluency is required for this position.
- Ability to work flexible hours to meet worker and youth leader availability. Ability to work in-person following Legal Momentum's hybrid work model.
- Excellent organizational skills.
- Excellent computer and social media literacy, including proficiency in Microsoft office software.
- Experience using online platforms for training is desirable.

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- Graphic design skills are a plus.
- Willingness to travel within New York State.

Salary range: \$55,000 - \$60,000 per year on a full-time (35-hour/week) schedule and employer-covered benefits.

Legal Momentum is an equal opportunity employer and we encourage applications from all qualified candidates, regardless of gender, race, color, religion, national origin, age, or sexual orientation.

APPLICATION INSTRUCTIONS

Interested applicants should send a cover letter describing your qualifications and interest for the position, resume, three references and a brief writing sample to careers@legalmomentum.org, ATTN: community empowerment fellow vacancy.

Only candidates selected for an interview will be contacted. This position remains open until filled. Early applications are encouraged.