

**Southwest Organizing Project  
Chicago Connected Community Organizer  
Job Description**

***Organizational Background***

The Southwest Organizing Project (SWOP) is a broad based community organization whose members include 45 institutions in Southwest Chicago. These members are faith institutions, local schools, social service and healthcare providers, and community development corporations. Formed in 1996, SWOP's mission is to build power among its members so that the over 40,000 people who are affiliated with these institutions can exercise their common values, determine their own future, and connect with each other to improve life in their neighborhoods. To this end, leaders of SWOP have dedicated themselves to building relationships across differences and to bringing the common concerns of their institutions into the public life of the community as they act to "stand for the whole" in Southwest Chicago. Find out more about SWOP at [www.swopchicago.org](http://www.swopchicago.org).

***General Job Description***

The Community Organizer is responsible for working with community stakeholders to build their capacity to access and use technology through the Chicago Connected campaign. Through outreach, meetings, and trainings, the organizer identifies families needs and abilities and works to increase their technology capacity. The organizer works with SWOP staff and leaders to carry out this campaigns that builds the power of the organization to improve the quality of life for community stakeholders.

***Job responsibilities***

Working with the SWOP executive director, senior staff, and the Chicago Connected lead organizer to:

- Support the organization's Chicago Connected campaign
- Support the organization's relational and issue campaigns
- Oversee direct outreach to families to adopt internet access
- Provide training to families to access technology
- Have responsibility for organizational relationships with multiple member institutions
- Build and sustain relationships with SWOP leaders
- Conduct effective one to one meetings with members of SWOP's leadership and others inside and outside the community
- Identify and develop the leadership talent of community stakeholders
- Turnout leaders and others to SWOP meetings and events
- Prepare written reflections regarding organizing and professional development issues
- Perform other duties and responsibilities as assigned

**Qualifications:**

1. A willingness to learn and teach the skills necessary for effective adoption of technology
2. A basic understanding of technology issues and digital training
2. Excellent relational skills and the ability to conduct one to one meetings
3. Strong written and verbal skills
4. Fluency in Spanish and English preferred
5. A respect for and understanding of diverse faith traditions, cultures, and languages
6. An ability to work effectively in a multicultural setting
7. A willingness and ability to work flexible hours, including some weekends
8. Strong leadership skills
9. Ability to pass a CPS level 1 background check

**Compensation**

Full-time salaried position with pay commensurate with experience. SWOP offers medical, dental, life, and disability insurance, paid vacation and sick time, and a 401k retirement plan.

**Position Classification**

Exempt

**Application Deadline**

This position is open until filled.

**To Apply**

Please send a resume and cover letter via email to:

Chris Brown  
Director of Operations  
[cbrown@swopchicago.org](mailto:cbrown@swopchicago.org)

SWOP is an equal opportunity employer and strongly encourages women and people of color to apply for this position.