



Community Organizer Position

Role Description

Speaking for Ourselves (SFO), an internationally known self-advocacy organization by and for people with disabilities, is needing the help of a local Philadelphia-area resident to assist in coordinating their various activities. The Community Organizer selected will work directly with the Executive Director and the organization's Board of Directors.

Activities to Perform

- Help schedule and attend various meetings in the 5-county area of Philadelphia.
- Attend monthly virtual Board of Director meetings.
- Provide regular updates and reports on all activities.
- Help develop accessible flyers and announcements for upcoming events.
- Build a database of contacts, volunteers, etc.
- Assist Board and Ex. Dir. to plan outreach activities, trainings, and events to help re-build SFO Chapters in the 5 counties surrounding Philadelphia.

Characteristics Needed

- ✓ Have experience assisting people with disabilities.
- ✓ Good at working with diverse groups of people.
- ✓ Able to assist but not direct others.
- ✓ Be outgoing and sociable.
- ✓ Have a car, license, insurance, and ability to drive comfortably throughout the 5-county Philadelphia area.
- ✓ Be available some evenings and weekends.
- ✓ Be organized, responsible, resourceful, reliable, and respectful.
- ✓ Have good computer skills including Word, Zoom, email, etc.
- ✓ Keep confidential all pertinent information.

Compensation

- ❖ Part-time position, up to 18 hours per week.
- ❖ Hourly rate of \$20.
- ❖ Reimbursement for travel.

**For more information and to apply,
contact Speaking for Ourselves at
Speaking4OurselvesPA@gmail.com.**