



The Well at Oxon Run Advisors

Founded in 2009, DC Greens is a nonprofit organization that advances health equity by building a just and resilient food system. We believe that racial justice, food access, and health equity are all connected, and that change requires systemic solutions and cross-sector collaboration. DC Greens works in solidarity with those who are most impacted to build a just food system in the nation's capital and break down the systemic barriers that harm our community. We are currently seeking to hire two The Well at Oxon Run Advisors.

These new temporary, part-time positions will be part of our Community Leadership Initiative. Community Leadership Initiative is DC Greens' workforce development program and one of our community engagement initiatives. This initiative aims to connect community members interested in enhancing their professional skills with opportunities to do so. Aspects of the program will build on participants' existing advocacy and community relations skills while they develop additional skills through hands-on and in-field training and experience.

The Well at Oxon Run Advisors will contribute to the development of strategy and programming for The Well at Oxon Run and support the outreach of other DC Greens programs. Responsibilities of this position include supporting developing feedback channels and building relationships with local community partners, outreach, and providing input into various DC Greens activities. Advisors may be expected to represent DC Greens during meetings with partners, donors, and other stakeholders associated with the organization.

You are an ideal candidate if you have knowledge of resources and needs in the communities of Ward 7 and Ward 8 surrounding The Well at Oxon Run. It is preferred that you are active with existing community groups that focus on local residents, have experience advocating for social justice topics, and want to contribute to a proactive change.

Essential Job Functions:

Program Support

- Attend and participate in all mandatory training, meetings, calls, as outlined in the work plan. Attend and participate in the onboarding process
- Contribute to The Well's meetings by providing input on program planning and resource allocation
- Establish, maintain, and grow partnerships with local businesses, organizations, and community members aligned with programmatic needs

- Communicate current trends and participant information to members of the Community Engagement and The Well leadership teams

Community Engagement Support & Advocacy

- € Support the collection of data for communications activities (e.g. taking photos, collecting testimonials, gathering input from the community, obtaining consent for contact, and signing up community members on DC Greens' contact lists)
- Support DC Greens' engagement activities across the city to better serve community members and identify their interests and needs
- Maintain up-to-date knowledge of DC Greens' program and policy initiatives and communicate them externally
- Publicly represent DC Greens in community spaces, share information within the community from DC Greens, and share knowledge gained with DC Greens' staff to affect change.
- Participate in the creation of a welcoming and inclusive space for DC Greens' program participants, event attendees, and community members as a representative of DC Greens during events
- Support advocacy initiatives by attending meetings, listening sessions, and hearings, and share information with appropriate internal staff
- Provide input for internal projects and programmatic activities, such as the strategic plan, language and media guides

Qualifications

Required

- Commitment to the vision and mission of DC Greens
- Prior experience publicly representing or collaborating with an organization's internal and external stakeholders
- Enthusiastic and knowledgeable about food and health equity in D.C.
- Personal or professional experience with outreach and public speaking
- High attention to detail and demonstrated proactive and strategic approach to executing daily tasks
- Experience using technology (Zoom, Microsoft Suite) and participating in remote meetings
- Ability to travel throughout the D.C. metro area and attend regular in-person events at The Well at Oxon Run

Preferred

- Knowledge about federal and local food access and assistance programs
- Experience in professional relationship building, peer training, and public-facing roles in Wards 7 and 8
- Demonstrated track record of professionalism and follow through
- Small business, business management, and financial literacy skills a plus

Salary & Benefits

This is a seasonal, part-time (30 hours per week on average), hourly, non-exempt position. Hours may fluctuate based on work plan and seasonal activities. The hourly rate for this position is \$23.50, starting in April and ending on June 30, 2024. There is a possibility of an extension through December 2024. This position is not eligible for benefits or overtime.

How to Apply

If interested, email a resume to hr@dcgreens.org. Please put "The Well Advisor" in the subject line and your resume as a single attachment labeled "LAST NAME, FIRST NAME_Application."

Applications will be accepted on a rolling basis, with resume review beginning immediately. We are hiring for multiple roles as part of this initiative. If we have hired the maximum number for one role we may evaluate and contact you for a different role. For best consideration apply by April 22, 2024, 11:59 pm EST. Anticipated start date is late-April 2024.

*DC Greens is an equal opportunity employer. **We strongly encourage** and seek applications from people of color, bilingual and bicultural individuals, people who have experienced poverty, women, and members of the lesbian, gay, bisexual, and transgender communities. Applicants shall not be discriminated against because of race, religion, sex, national origin, ethnicity, age, disability, political affiliation, sexual orientation, gender identity, color, marital status, or medical status. Reasonable accommodation will be made so that qualified disabled applicants may participate in the application process. Please advise in writing of special needs at the time of application.*