



THE FRESNO CENTER

Title: Community Outreach Coordinator
Program: Stop the Hate Program
FTE: Temporary, Full-Time/Non-Exempt
Benefits: Full Benefits: Medical, Dental, Vision, 401k retirement
Reports to: Program Manager
Location: 1735 N. Fine Ave, Fresno Ca 93727

1.AGENCY:

The Fresno Center (TFC) is a 501(c)(3) non-profit organization highly sought for its cross-cultural expertise in the areas of health, law, and social integration. The organization continues to provide services in employment, citizenship, leadership, networking, mental health, research, and advocacy. TFC continues to evolve to address the changing needs of new Americans through civic engagement, voting registration, and personal empowerment.

2. THE PROGRAM:

California Department of Social Services (CDSS) for FY 2022-23 Stop the Hate Program to provide prevention and intervention on services such as:

Direct Services, including mental health and complementary health services: wellness and community healing; legal services; navigation, case management, and referral.

Prevention Services: including arts-based and other cultural work, youth development, working across racial groups and other impacted populations, outreach, training, coordination and liaising with local government and other institutional partners.

Interventional Services: including outreach and training on the elements of hate incidents and hate crimes, services for survivors, and the rights of survivors; community-centered alternative approaches to repair harm from the hate incidents and hate crimes; and coordination and liaising with local government and other institutional partners.

3. POSITION SUMMARY

The Community Outreach Coordinator will be bilingual and bicultural and have experience providing support, prevention, and intervention services to the Asian American population. Coordinator will assist and coordinate outreach to provide support, prevention, and intervention services and capacity from start to finish and help the Program Manager to implement all program services and activities.

4. JOB DUTIES AND RESPONSIBILITIES:

- Help the Program Manager to implement all program services and activities.
- Assist and manage the program to provide support, prevention, and intervention services from start to finish.
- Assists with developing educational curricula about the elements of hate incidents and
- hate crimes, services for survivors, and the rights of survivors.
- Recruits and oversee youth advocacy members.
- Submit an updated work plan including Quarterly deliverables to Program Manager.
- Working across racial groups and other impacted populations to strengthen alliances and promote understanding.
- Provides outreach and education includes the dissemination of information via in-person, on-line, telephone, or text communication that may include information about the elements of hate incidents and hate crimes, services for survivors, and the rights of survivors.
- Assist with conferences, seminars, trainings, and other special projects and events as assigned.
- Develop and maintain relationships with all Community Based Organizations affiliated with The Fresno Center.
- Represents The Fresno Center by attending community events.
- Other duties as assigned.

5. MINIMUM QUALIFICATIONS:

- Commitment to the mission and values of the agency.
- Experienced working with the Southeast Asian community in the area of advocacy, education, and social services
- Experienced working with community agencies and organization
- Experienced providing support, prevention, and intervention services to Asian American population
- Minimum of AA degree or higher
- Bilingual and bicultural
- Fluent in a Southeast Asian Language
- Must have transportation and a valid insurance
- Clean DMV record and valid California Driver's License
- Pass background check

6. DESIRED QUALITIES:

- Commitment to the mission and values of the agency.
- Committed to community building and development.
- Ability to inspire, empower, and cultivate self and others.
- Ability to adapt to various environments.
- Ability to speak in front of large groups.

7. BENEFITS:

- Medical, vision, and dental coverage.
- Life insurance coverage at annual salary.
- Sick leave, per personnel policy (7 days per year).
- 401k retirement plan, after completion of 90 days of employment; potential 3% match.
- Vacation, per personnel policy (12 days per year).
- Holidays per personnel policy (currently 12 paid holidays per year)

CLOSING DATE: Open until filled

To apply, please submit a cover letter, attention to Kellie Charfauros, resume, and three references, with Community Outreach Coordinator in the subject line and email them to kellie.charfauros@fresnocenter.org. The Fresno Center values diversity and is an affirmative action employer. All interested individuals, including women, people of color, people over forty, and persons with disabilities are encouraged to apply.