

February 2017

**JOB ANNOUNCEMENT**  
**Southern California COSH Coordinator**

The Southern California Coalition for Occupational Safety and Health (SoCalCOSH) is hiring a Coordinator to advance worker health and safety in the Southern California region. This work will include a focus on advocating for the rights of immigrant workers in the workplace. The Coordinator will work with community-based organizations, unions and worker centers to promote safe and healthy jobs through outreach, education and policy initiatives.

SoCalCOSH is part of a vibrant network of approximately 20 COSH groups throughout the United States that work at the local, state and national level to ensure worker health and safety protections and a voice for **all** workers. SoCalCOSH collaborates with partners in the region to convene meetings of the OSH Activist Network and to co-host annual Workers Memorial Day activities to pay tribute to workers that have suffered workplace injuries, illness and fatalities.

The Coordinator reports to the SoCalCOSH Board. S/he will coordinate monthly Board meetings, create workplans, ensure successful implementation of grant-funded programs including a young worker leadership project, and play a leadership role with a statewide network of worker advocacy organizations to strengthen workplace policies and workers' ability to organize for safe jobs. SoCalCOSH is a fiscally sponsored project of Community Partners and the Coordinator will consult regularly with Community Partners staff.

**Job Responsibilities:**

- Ensure completion of existing and new grant deliverables to build youth leadership, increase worker education on health and safety issues in the workplace, and promote policy change in the region.
- Coordinate monthly meetings of the SoCalCOSH Board to discuss and maintain an updated workplan; convene quarterly meetings of the OSH Activist Network.
- Assist with the planning, outreach and facilitation of public events and workplace safety meetings.
- Implement outreach and communication strategies through various social media platforms (i.e. website, Facebook, listserves, etc.)
- Perform program administrative duties required by the organization, Community Partners, and funders.
- Supervise SoCalCOSH interns or part-time staff as needed.
- Participate in national and statewide calls and an annual conference to create strategies that advance worker health and safety through outreach, education and policy initiatives.

**Job Skills:**

- Highly organized. Ability to work independently, without supervision, take initiative, and use judgment to know when to consult with Board members.
- Excellent outreach, facilitation and communication skills.
- Experience with labor movement and/or or worker organizing.
- Experience working with coalitions.
- Ability to communicate effectively with diverse populations. Bilingual (English-Spanish preferred).
- Experience with public speaking; training and education skills a plus.
- Supervisory experience a plus; e.g. staff, volunteers, interns
- Proficiency with computers including database management (Excel and Access a plus), and internet skills.
- Knowledge of website design & maintenance experience a plus.

Salary range \$50,000 - \$57,000, commensurate with experience. Health, Dental, Vision, and life insurance benefits.

**To apply**, send resume and cover letter to: Hiring Committee, SoCalCOSH ([job.socalcosh@gmail.com](mailto:job.socalcosh@gmail.com))

*Community Partners is an Equal Opportunity Employer and will consider qualified applicants with criminal histories in a manner consistent with the Los Angeles Fair Chance Initiative for Hiring.*