

National Farm Worker Ministry Job Description

Position Title:	YAYA Coordinator
Reports To:	Executive Director
Dept. & Office Location:	Orlando, Florida
FLSA & Work Hours:	Full-time at 40 hrs/wk exempt salaried
Benefit Eligibility:	Employee benefit eligible
Supervises:	None
Date:	August 2016

Position Summary: The YAYA Coordinator is primarily responsible to educate, equip and mobilize youth and young adults in Florida regarding farm worker issues and the work of YAYA/NFWM and to develop the leadership and organizing skills of YAYA members in Florida so that they also educate, equip and mobilize other youth and young adults.

Responsibilities:

1. Connect with and engage youth & young adults in Florida through denominational youth and young adult programs, college campuses, social justice organizations, congregations, community organizations.
2. Sustain and grow Orlando Chapter of YAYA
3. Provide immersion and person-to-person experiences with farm workers for Florida YAYA; and others as appropriate.
4. Provide trainings, materials and support so that YAYA members can educate, equip and mobilize others to support farm worker campaigns and organizations
5. Facilitate FL YAYA in establishing relationships with farm worker communities/organizations and participating in farm worker related campaigns, projects and events
6. Assist FL YAYA members in carrying out fundraisers
7. Establish a state-wide network of YAYAs who are not in chapter areas; provide them with educational materials related to farm workers and opportunities to participate in actions
8. Coordinate events in support of farm worker campaigns, including actions, presentations and meetings, educational delegations to elected officials, volunteer opportunities with farm workers, and letter writing
9. Provide input for YAYA communications including e-newsletters, YAYA website reports and social network outreach.
10. Maintain relationships with Florida coalitions working on farm worker issues.
11. Keep website updated and social media sites updated (Wordpress, Twitter, Facebook, etc.)
12. Create and send newsletter to Florida YAYA and National YAYA
13. Send action alerts, press releases, and media advisories (Constant Contact, etc.)
14. Help create printed and online materials to educate about farm worker movement.
15. Develop and coordinate the YAYA Alumni Program
16. And other responsibilities as assigned

Essential/Required Skills, Knowledge, & Ability (SKAs):

- College degree preferred
- At least two years organizing experience in social justice arena
- Passion for social justice issues and commitment to NFWM mission
- Ability to relate to young adults and people of diverse cultures and faiths
- Experience in public speaking and excellent writing skills
- Computer literate: experience using social networking, Microsoft programs, Google platforms, etc.
- Have a vehicle and driver's license; willing to travel in Florida and occasionally out of state
- Willing to work nights and weekends
- Ability to work with others and as part of a state and national team
- Able to adapt to changing work situations and needs; flexible; positive attitude
- Fluency in English is required and fluency in Spanish is preferred