



Community Organizer for the “One Richmond” program with The Richmond Neighborhood Center

Based in the Richmond District of San Francisco, the Richmond Neighborhood Center provides programming and services for community members that include youth, families and adults. We have been serving the Richmond District for over 35 years, working with more than 5,000 participants. The Richmond Neighborhood Center is currently seeking a Community Organizer to work on the One Richmond initiative, a community program that celebrates Compassion, Inclusiveness, Civic Pride and Shopping Local in the district. We are seeking an extroverted and energetic individual to work out of the One Richmond storefront on Clement Street. This a public-facing position that will require engaging diverse neighbors, sharing resources and being a positive representative of the program as well as the neighborhood center.

Under the supervision of the Community Relations Manager, the Community Organizer will promote and exemplify One Richmond to the public out of the Clement office and at community events. They will provide excellent customer service, increase One Richmond memberships and share resources, opportunities and events with the public. They will also attend special events in the district and table on behalf of the program and the neighborhood center. Cantonese or Russian speaking capacity is strongly preferred for this position.

This Community Organizer will also participate in the Clement Street Merchants Association (CSMA) and participate in their calendar of events to engage the community on behalf of One Richmond/ Shopping Local. Some of these events include the Clement Art Walk, Halloween Parade, Small Business Saturdays and Clementime. They will also serve as the Block Captain for CSMA between 9th and 10th Avenues and conduct outreach to merchants to sign on as One Richmond business members and also join CSMA.

This is a full time position, 30 hours per week. Benefits include a comprehensive benefits package including medical, dental, vision, life, 403(b), vacation and sick leave.

Pursuant to the San Francisco Fair Chance Ordinance and California Education Codes, qualified applicants with convictions or arrests on their records will be considered for this position if the terms are not directly related to the job. All candidates will be subject to a clearance of TB test as well.

If you feel you are the right fit, please email your cover letter and resume to Naomi Hui at Naomi@richmondsf.org.

The Richmond Neighborhood Center is an equal opportunity employer that values equity and recruits a diverse, inclusive workforce. We do not discriminate on the basis of race, color, religion, marital status, age, national origin, ancestry, physical or mental disability, medical condition, pregnancy, genetic information, gender, sexual orientation, gender identity or expression, veteran status or any other status protected under federal, state or local law