



Communities for Clean Water (CCW) Coordinator Position

<https://ccwnewmexico.org/>

Communities for Clean Water (CCW) is a coalition of organizations whose mission is to ensure that community waters impacted by Los Alamos National Laboratory (LANL) are kept safe for drinking, agriculture, sacred ceremonies, and a sustainable future. Our growing coalition includes [Amigos Bravos](#), [Breath of My Heart Birthplace](#), [Concerned Citizens for Nuclear Safety \(CCNS\)](#), [Honor Our Pueblo Existence \(HOPE\)](#), the [New Mexico Acequia Association](#), [Partnership for Earth Spirituality \(PES\)](#), and [Tewa Women United](#).

CCW brings together the vast expertise and commitment of widely respected and well-tested advocacy groups from culturally diverse backgrounds. Collectively, we represent the only community-based coalition in Northern New Mexico that is monitoring toxic threats from LANL and driving public policy changes informed by traditional knowledge and scientific evidence.

Compensation: \$35/hr for 50 weeks

Hours: 10 hours a week

Coordinator Tasks:

- Organize monthly meetings
- Set agenda for meetings, assign facilitator, take meetings notes, and follow-up on assigned tasks during and after the meeting
- Help coordinate contractors
- Coordinate sign-ons to group letters and other time sensitive actions
- Monitor grant deliverables
- Help with financial tracking
- Coordinate website updates
- Coordinate social media posts
- Coordinate communications between CCW members to ensure that grant deliverables and project goals are moving forward.
- Manage contacts and database to build audience and encourage sharing
- Prepare monthly report including a financial update

Skills/Attributes*:

- Collaborative
- Culturally competent
- Self-motivated
- Maintain confidentiality
- Organized
- Attention to detail
- Excel, Word, Zoom, Powerpoint, etc.

Preferred Qualifications*:

- Life experience or professional experience related to any or all: water, non-profit management, advocacy, environmental justice, restorative justice, working with diverse communities, grounded to Northern New Mexico

*CCW is willing to work with the right candidate to build these skills and qualifications.

Supervisor: CCW Core Group

To apply: Send a short cover letter, resume, and two references - one personal and one professional - to info@ccwnewmexico.org by November 15th, 2022.