

**Position:** Community Organizer  
**Reports to:** Youth Division, Be a Buddy Program  
**Location:** Brownsville, Brooklyn NY  
**Hours:** Full Time - \$36,000

Founded in 1866, Brooklyn Community Services (BCS) empowers children and families to reach their full potential, strengthen families, and foster self-sufficiency in adults. With programs in 28 locations, BCS serves more than 18,000 individuals a year.

Be a Buddy Program is a community-led preparedness program, in conjunction with DOHMH, which seeks to strengthen the capacity of New York City residents and communities to withstand extreme weather emergencies by increasing social cohesion. **The program aims to increase community resilience and reduce vulnerabilities to adverse health impacts of extreme weather because of climate change.**

**The Community Organizer will provide a wide range of direct and indirect support services to participants accessing the Be a Buddy Program. They will create and sustain an infrastructure that can disseminate extreme weather preparedness and safety messaging during non-emergency periods and, during emergency periods, activate and document check-ins to help the most at-risk for health impacts during extreme heat events. The Community Organizer will also convene community conversations around educating, and preparing communities for environmental change.**

**Responsibilities:**

- Engage with at-risk residents before, during, and after heat and other weather emergencies;
- Activate and document check-ins with residents living in Seth Low/NYCHA Housing Developments in the Brownsville Community who are most at-risk for health impacts during heat and other weather emergencies;
- Prepare relatable guides and information on the impact of climate change on marginalized communities (creating to go bags, recycling, minimalism, i.e.)
- Assist in creating high impact and low cost methods for communities to build a sustainable culture for youth and families and expanding best practices to other BCS programs
- Create a network of volunteers to build community resilience and improve recovery of at-risk residents after weather emergencies;
- Facilitate community meetings with large groups of community members and external stakeholders to provide emergency heat related information; Facilitate education sessions for volunteers;
- Prepare recommendations from community members on next steps for the BAB and building community resilience
- Document activities planned and/or implemented to meet each project goal;
- Measure and evaluate progress and impact of meeting each project goal
- Coordination of referrals to BCS Health Homes Program for eligible, high risk participants;
- Encourage client empowerment through peer education and support workshops;
- Perform regular home visits to assess clients' living environments to ensure appropriate cooling during the season of summer;
- Oversee volunteer caseloads, find participants lost to contact, and contact participants to help keep them engaged in care and services;
- Record documentation of participant contacts and assist in collecting initial assessment/reassessment participant information;

- Attend all Be a Buddy mandatory trainings;
- Assist Seth Low Cornerstone Administrative Team in completion, tracking and timely follow-up of paperwork for participant entitlements through various database systems such as DYCD Connect Database attendance tracking;
- Engage participants' support networks in order to create collaboration with other community based organizations to insure a successful outcomes;
- Perform various administrative duties including running weekly reports, assembling and disassembling charts, developing participant contact sheet, updating participant caseloads, completing weekly reporting form, and assisting the team in compiling information for the monthly report, etc;
- Participate in supervision and monthly team meetings.

**Qualifications:** Bachelors required; BA of environmental science or public health highly preferred.. Spanish/English bilingual a plus. Related youth and community work experience required, community outreach experience preferred. Must be comfortable with public speaking and facilitating presentations.

**Contact:**

Email resume and cover letter to:

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