

## NYC OFFICE OF THE COMPTROLLER

### JOB VACANCY NOTICE

|                         |                                                                |
|-------------------------|----------------------------------------------------------------|
| <b>Title:</b>           | <b>Strategic Organizer – Environmental and Climate Justice</b> |
| <b>Salary:</b>          | <b>\$65,000 - \$80,000</b>                                     |
| <b>Bureau/Division:</b> | <b>Public Affairs</b>                                          |
| <b>Period:</b>          | <b>March 23, 2022 – Until Filled</b>                           |

### JOB DESCRIPTION

The Bureau of Public Affairs is the principal liaison between the Comptroller's office and the public, mayoral agencies, and federal, state and local authorities. The Bureau provides community organizing, outreach and event planning capacity for the Comptroller's strategic initiatives, and manages the Community Action Center, which provides assistance to New Yorkers with complaints about inadequate and/or ineffective programs and services.

Public Affairs is also responsible for creating participatory structures for various aspects of the Comptroller's work, in addition to collaboration with internal and external stakeholders to support advocacy and legislative campaigns aimed at winning change that matters to New Yorkers across a number of issues.

The Strategic Organizer for Environmental Justice will lead engagement between the Comptroller's Office and advocacy groups, issue-focused coalitions and campaigns, and various community stakeholders across the five boroughs on environmental justice. This position will sit in the Public Affairs bureau and report to the Director of Organizing. Duties and responsibilities of the position include, but are not limited to, the following

- Create and execute a comprehensive engagement plan to establish the Comptroller's Office as a trusted partner on environmental justice; including legislative and communications strategy (in collaboration with the broader Public Affairs, Policy & Communications teams);
- Collaborate with the Chief Climate Officer, policy team, communications team and other internal teams, as well as external partners, to create and drive organizing strategies that harness the resources of the Comptroller's office to provide leadership and/or support to change making, issue-focused campaigns;
- Leverage the case-making capacity of empirical policy/budget/economic analyses produced by the office, as well as organizing and participating in direct actions with stakeholders. Key issue areas may include, transition to green jobs, community resiliency and flood protection infrastructure, air quality, brownfields and environmental remediation, sustainable transportation, and clean energy;
- Build & manage relationships with key external partners to identify opportunities to collaborate; including elected officials, community based organizations & advocacy groups;
- Organize an ongoing series of public events to maintain collaborative dialogue with a wide array of stakeholders across the city on environmental justice;
- Identify issues and campaigns for the office to weigh in on; support communications team on rapid response & proactive messaging; and,
- Perform other related assignments and special projects as may be required.

---

### MINIMUM QUALIFICATION REQUIREMENTS

1. A baccalaureate degree from an accredited college and at least three (3) or more years of experience in community organizing, communications, public relations, policy research, or a related area in a large or a complex setting; or,
  2. An associate degree from an accredited college and four (4) or more years of professional experience as described above; or,
  3. A satisfactory equivalent of education and experience mentioned above.
- 

### PREFERRED SKILLS IN ADDITION TO MINIMUM QUALIFICATIONS

- At least 1 year of specialized experience working on issue-based advocacy campaigns or in local or state government;
  - Exceptional communications skills, analytical thinking, and an aptitude for coalition building are a must;
  - Strong writing skills, prior advocacy experience tackling issues with a racial justice lens, and a firm knowledge of key environmental justice stakeholders in NYC;
  - Solutions-oriented and adaptable, and comfortable managing projects independently;
  - Familiarity with City, State and Federal legislative and budget processes, and strong relationships with NYC advocacy organizations in environmental justice spaces is preferred, though not required;
  - Knowledge of New York City government and civic life;
  - Proficiency with Microsoft Office suite of applications.
- 

**TO APPLY, GO TO:** Employment Opportunities at [www.comptroller.nyc.gov](http://www.comptroller.nyc.gov)

**Note:** We appreciate every applicant's interest; however, only those under consideration will be contacted. Certain residency requirements may apply. Under Executive Order 75, all new City employees are subject to mandatory vaccination requirements. Vacancy notices listed as "Until Filled" will be posted for at least five workdays.

|                                        |                                    |                            |
|----------------------------------------|------------------------------------|----------------------------|
| <b>POSTING DATE:</b><br>March 23, 2022 | <b>POST UNTIL:</b><br>Until Filled | <b>JVN:</b><br>015/022/061 |
|----------------------------------------|------------------------------------|----------------------------|

**The NYC Comptroller's Office is an Equal Opportunity Employer**