



Job Title: Community Defense Coordinator

Reports To: Director of Resident Services

Compensation: \$29.77-\$35.80/hour, DOE (Full-Time, Non-Exempt) Plus full health and dental benefits, matched retirement savings account, ID protection and EAP, and paid agency holidays, sick time, and vacation time.

Introduction

Bienestar is a community-based affordable housing developer whose mission is to build housing, hope and community for the well-being of Latinx, immigrants and all families in need. The organization has grown in size and complexity in recent years, launching new service areas and developing new affordable housing properties. In the face of the housing crisis facing our community, Bienestar has embraced innovation, deepened its roots in our community and our commitment to social justice, and staked out ambitious goals in our strategic plan.

Job Summary

Bienestar's Community Defense Coordinator is a mission-oriented, bi-lingual (English/Spanish) and bi-cultural individual with a background in nonprofit and social service work, and ideally someone with some knowledge of the operations of affordable housing properties. The position will function as the main point of contact for immigration-enforcement related preparations and response at Bienestar, as well as an important liaison to Bienestar's properties with respect to immigration enforcement and related policies affecting tenants. The position will be housed within the Resident Services team, but will also work closely with the Executive Director and Director of Housing to ensure timely response to community needs and the needs of Bienestar's affordable housing properties

Job Duties

- Maintain relationships with key immigrant-serving community partners and collaboratives like the Immigrant Solidarity Collaborative, Portland Immigrant Rights Coalition (PIRC), Oregon for All, Centro Cultural, and others
- Develop and/or arrange for trainings for Bienestar staff and Promotores to ensure the organization is equipped to safely monitor and report immigration activity
- Deliver emergency preparedness trainings to residents to ensure families have a safety plan for adults, and care arranged for dependents should they be separated due to immigration proceedings
- Build relationships with attorneys, notaries, local Consulates, and other key partners to help families prepare important documents related to their identity, immigration proceedings, and legal status ahead of contact from immigration officials.
- Educate community members about immigration legal resources, and help facilitate relationships with trusted attorneys/firms ahead of immigration actions
- Work collaboratively with Bienestar's property management and asset management staff to prevent evictions and keep affected families from falling into homelessness
- Learn about affordable housing property lease rules in order to coordinate services with resident services and assist in prevention eviction and displacement of Bienestar families affected by immigration enforcement activities
- Lead coordination for case management of resident families affected by immigration enforcement (loss of breadwinner, helping to arrange dependent care, connection to resources, etc)



- Support the Resident Services team in planning and executing community activities related to community defense initiatives.

Experience

- Work or lived experience in immigrant communities or business administration
- Minimum 2 years work experience working in nonprofit or social service sector
- Experience or knowledge of living in regulated affordable housing properties
- Experience with the community of Washington County

Qualifications

- Bi-lingual and bi-literate in English and Spanish
- Facility with Microsoft Office Suite of Software
- High School degree or higher

To Apply: Please send a resume and cover letter explaining your interest in the position and why you believe you are qualified. In addition, please complete an Employment Application form found here: <https://bit.ly/bienestar-employment-application>.

Your resume, cover letter, and Employment Application are to be sent to Gustavo Martinez, gmartinez@bienestar-or.org.

Closing Date: Open until filled.