



## We're Hiring!

Position: **Latino Outreach Manager**

Location: Remote

Salary: \$70-80,000/yr

**Compassion & Choices** is seeking an **Latino Outreach Manager** to help advance our community outreach and education efforts across the country.

This position is primarily responsible for generating grassroots support, strengthening the support of lawmakers and key stakeholders and advancing communications outreach with the Latino/a/e community.

This is a full-time, remotely-located, paid position reporting to the Latino Engagement Director. Compensation offered will be commensurate with experience.

We offer excellent benefits including employer-shared medical and dental insurance premiums, employer-paid short- and long-term disability, life and accidental death & dismemberment insurance, flexible spending account for medical and child care, commuter pre-tax benefit, eligibility to participate in 401K with generous 5% employer match and 100% vested at time of eligibility, 12 paid holidays, 17 PTO days first year, and personal days.

This position will primarily:

- Serve as support to Latino Engagement Director
- Help with Spanish language creation and translation of documents
- Follow-up on established partnerships
- Assist in delivering health information using a culturally appropriate concept about end of life to community-based organizations.
- Develop a list of national organizations and community members to establish relationships and collaborations
- Assist with a community assessment to learn about Latino needs and themes at the end of life.
- Provide support on all future national webinar/training by co-presenting or presenting.
- Participate in state-focused community meetings when appropriate.
- Help lead efforts to create culturally sensitive materials

## **Preferred Qualifications (You will be a good fit):**

### **Education and Experience:**

- Bachelor's degree in a related field (e.g., advocacy, communications field or equivalent preferred; or equivalent combination of education and experience.
- A minimum of 5 (five) years of directly related experience (or an equivalent combination of education and experience) which includes:
  - Demonstrated knowledge of community organizing
  - event planning for national teleconferences and local community events (e.g., strategic agenda setting, logistics, and promotion)
  - proven experience in developing and disseminating educational and instructional materials for communities.

### **Skills:**

- Ability to read, analyze and interpret English and Spanish language resources. Ability to translate organizational documents and resources into appropriate Spanish language. Ability to effectively present information to top management, public groups, and/or boards of directors.
- Knowledgeable about issues of choice, ethics, health and social justice.
- Exceptional interpersonal, organizational and communication skills, including writing skills.
- Ability to earn the confidence of a wide range of internal and external constituents.

### **How to Apply:**

Email current resume and cover letter as one PDF document to [Jobs@CompassionAndChoices.org](mailto:Jobs@CompassionAndChoices.org). In the subject line of your email, indicate "Last\_First Name, LOM 01-2022". In your cover letter, please (1) indicate how your personal philosophy aligns with our mission, (2) provide a brief summary of your directly related experience, and (3) provide your salary expectation (with a specific amount/range vs 'negotiable').

Questions about the position may be directed to [Jobs@compassionandchoices.org](mailto:Jobs@compassionandchoices.org).

### **About Compassion & Choices**

Across the nation, Compassion & Choices works to create a society that affirms life and accepts the inevitability of death, embraces expanded options for compassionate dying, and empowers everyone to choose end-of-life care that reflects their values, priorities and beliefs. To make this vision a reality, we improve care, expand options and empower everyone to chart their end-of-life journey.

Compassion & Choices is committed to building a staff that reflects the diverse communities that make up our country. We are an Equal Opportunity Employer and recruit, hire, train, promote, and administer any and all personnel actions without regard to age, color, creed, disability, economic status, ethnic identity, gender identity, national origin race, religion, sex, sexual orientation, veterans status, or any other basis prohibited by applicable law.