

Orange County Communities Organized for Responsible Development Accountable Development Researcher/Policy Analyst

Orange County Communities Organized for Responsible Development (OCCORD) is a community based, non-profit organization that advances the rights and improves the lives of working families through organizing, civic engagement, policy research, and advocacy. OCCORD is a leader in the emerging movement to reclaim Orange County, California, from the extreme laissez-faire economic policies and entrenched anti-immigrant sentiment that have long dominated our region. For our Accountable Development Program, we are seeking a creative, committed individual with research, policy analysis, and strategic campaign skills. As a small and growing organization, we will also value a candidate's skills in other fields such as communications, grant writing, and information technology.

OCCORD's Accountable Development Program is designed to change the course of regional economic development, so that the needs and priorities of working families are addressed. Through this program, we build grassroots organization at the neighborhood level and create mechanisms to involve neighborhood leaders in government decisions that affect their lives. We advocate for community development standards and community benefits agreements – including good quality jobs with benefits, affordable housing, parks and open space, and more.

Position Description: Work with OCCORD team and strategic partners to:

- Develop and implement strategies for public policy campaigns.
- Conduct quantitative and qualitative research on land use, economic development, public budgets, government decision-making processes, and socio-economic trends, using government and other public and proprietary data sources.
- Create survey instruments, participatory research programs, and training materials to engage low wage workers and residents.
- Present research findings through written materials and at community meetings, government hearings, council and commission meetings, and other venues.
- Support the work of the organization as a whole.

Qualifications:

- Strong commitment to social and economic rights and to building the labor movement.
- Demonstrated experience with research, policy analysis, and/or strategic campaign work.
- Interview skills and familiarity with database, spreadsheet, and word processing software.
- Ability to take initiative and to work well in a team.
- Accountability to goals and willingness to learn new techniques, ideas and skills.
- Excellent personal organization, time management, and interpersonal communication.
- Strong written and oral communication skills; fluency in Spanish or Vietnamese a plus.

Terms of Employment: This is a full time, exempt position. Full family health benefits (medical, dental, and vision). The position requires use of an automobile and may require long and/or irregular hours of work, including evenings and weekends as needed.

Application Process: Send cover letter and resume to Eric Altman, Executive Director:

- Mail: OCCORD, 13252 Garden Grove Blvd., Suite 204, Garden Grove, CA 92843
- Email: info[at]occord.org
- Fax: 714-621-0513
- Please do not contact us by phone.
- Persons who do not meet minimum requirements will not receive a response.

Deadline: Our goal is to fill this position as quickly as possible. We may not be able to consider applications received after May 28, 2010.

WOMEN AND PEOPLE OF COLOR ESPECIALLY ENCOURAGED TO APPLY.