Family and Schools Program Coordinator SF Safe Routes To School

The San Francisco Safe Routes to School Partnership¹ is looking for **two seasoned organizers** to work with parents, children, youth and school staff in San Francisco schools **to increase the number of families walking and biking to school**. One employee will be employed at Walk San Francisco and the other at the San Francisco Bicycle Coalition. The main goal of the Safe Routes to Schools program is to increase walking and biking to and from school in order to 1) increase traffic safety; 2) decrease traffic congestion and improve air quality; 3) reduce childhood obesity; and 4) improve community safety, security, and involvement around school.

Candidates must be bilingual in a Chinese language and/or Spanish and proficient in culturally sensitive outreach. If you are passionate about walking and biking, and increasing the number of families that walk and bike, this is your chance to apply that passion to improving the lives of San Franciscans.

Hours: Full-time position. Position will require some work on early mornings, weeknights and weekends in order to conduct effective parent/caregiver outreach. Hours are flexible. This position is contingent on contract funding.

The coordinators will work to engage and involve parents, children, teachers and school administrators to increase the number of families and youth walking and biking to school in San Francisco. This includes identifying barriers and organizing local encouragement campaigns that effectively engage parents and caregivers. Candidates should be comfortable with grassroots and grasstops organizing, working with the media, and interacting with parents/caregivers of diverse backgrounds by email, phone, in person, text, etc. Responsibilities may include, but are not limited to:

- Successfully executing the deliverables and development of the San Francisco Safe Routes to School program that lead to more walking and biking in participating schools, including organizing and growing walking school buses and bike trains, parent organizing and other ongoing encouragement events.
- Working directly with parents, teachers, and school administrators to develop and implement locally-appropriate campaigns and projects that significantly increase walking, biking at those schools and that develop a sustainable culture of walking and biking at each school.
- Representing Walk San Francisco or the SF Bicycle Coalition in the San Francisco Safe Routes to School partnership. This includes collaboration with external colleagues to implement and continuously improve the program.
- Collaborating with staff and the SF Safe Routes Partnership to organize annual Walk & Roll to School Day and/or Bike & Roll to School Week.







¹ The San Francisco Safe Routes to School partnership includes Walk San Francisco, the SF Bicycle Coalition, the San Francisco Department of Public Health (Lead Agency), San Francisco Department of the Environment, YBike program of the Presidio YMCA, the San Francisco Municipal Transportation Agency and the San Francisco Unified School District

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- Helping to identify opportunities and further develop resources and program offerings to encourage more family walking and biking.
- Helping to further develop strategies to effectively reach more families.
- Completing all necessary reporting requirements of the position.

Qualifications

- Deep commitment to the SF Safe Routes to School goals with particular focus on youth and family walking and biking.
- Enthusiastic with a track record of rallying diverse individuals and communities to action. Experience working with families and/or public schools a plus.
- Bilingual in a Chinese language and/or Spanish.
- At least two years of experience as an organizer; experience organizing youth and/or families in public schools preferred.
- Strong knowledge of and/or experience working in a school system; experience with SFUSD preferred.
- Strong interpersonal and relational skills.
- Experience working in a coalition.
- Ability to take initiative and lead efforts within an organization.
- Demonstrated track record of successful project planning, management, base-building and strategy implementation.
- Ability to work individually and as part of a team.
- Excellent communicator, in person, in writing, and through other media.
- Experience managing a diverse cohort of interns and volunteers.
- Desire and ability to implement systems that will allow your work to scale quickly and significantly to be able to reach more people.
- Proficient in computer and technical skills. Social media, WordPress, online project management, and online newsletter experience a plus.

Salary and Benefits

Salary is to be determined, depending upon experience. Full-time, exempt position with a package of benefits.

How to Apply

Send a compelling cover letter and resume to info@sfsaferoutes.org. Please include "Family and Schools Program Coordinator Candidate, YOUR NAME" in the subject line, and be sure to mention where you saw the job advertised. Applications are due **Friday, May 30, 2014**. People of color and women are strongly encouraged to apply.

San Francisco Bicycle Coalition and Walk San Francisco are equal opportunity employers, and do not discriminate on the basis of race, ethnicity, age, religion, gender, sexual orientation or political orientation.





