



Job Description: Community Organizer and Coding Instructor

Code for Progress seeks a Community Organizer and Coding Instructor to work with the Program Director in executing and growing the organization's residency program and community organizing efforts in the Washington, DC, metropolitan area and emerging partner cities. Interested applicants should send resumes to info@codeforprogress.org.

Start date: March, 2015

Based in: Washington, DC

Reports to: Program Director

Salary: \$50,000 yearly

Primary Responsibilities

The Community Organizer and Coding Instructor will be responsible for:

- Helping to produce learning and communications materials in the months leading up to each cohort's 5-month residency
- Serving as a classroom coach and supporting instructor during each cohort's 5-month residency
- Working with fellows on professional development and job search skills during each cohort's 7-month post-residency period
- Staffing and planning Community Hack Night once each week to cultivate a physical learning space that is welcoming to fellows and community members across a broad spectrum of race, class, ability, sexuality, and gender identities
- Coordinating and preparing guest instructors and coaches to help with fellow and community learning
- Attending as-needed evening or weekend events (such as hackathons, networking, and community organizing events) to support fellows in networking and supplemental learning
- Performing some operational tasks (e.g. checking mail, keeping track of attendance records)

Desired skills

- At least two years of experience organizing or producing technology with low-income people, people of color, and women to impact issues of inequity facing their communities
- Very strong verbal and written communication skills
- Cultivated empathy and listening skills
- Ability to take initiative without close supervision
- Beginner-level experience (i.e. able to teach a lesson to introduce absolute beginners to the language or concept) with all of the components of the Code for Progress instructional stack: Python, JavaScript, SQL, HTML, CSS, MVC web development frameworks, project management, and user-centered design

- Willingness to learn (on guided, salaried time) advanced web development skills necessary for building full-stack Django applications
- Excellent time management habits
- Some knowledge of the Washington, DC technology and social justice fields
- Ability to coach on resume writing and interview skills
- Fundamental knowledge of past and contemporary social movements in the United States
- Background in design a strong plus
- Comfort communicating in conversational Spanish a strong plus

Employment benefits

- Comprehensive health care
- Child-friendly workspace in DC's Ward 8, accessible via bus and Metro with free parking, during residency