

NOW HIRING

Epicenter is seeking two Community Coordinators.

If you are one or more of the following, we'd like to talk to you:

- › **An enthusiastic person, eager to put their energy into local residents, ideas, and small businesses, connecting them to the resources needed to thrive.**
- › **A lifelong learner interested in working with other local residents.**
- › **An entrepreneur experienced in project management.**
- › **An independent worker who thrives on a team.**

Epicenter is a place-based design non-profit located in Green River, Utah, a community of just under one thousand located in the high desert and surrounded by breathtaking cliffs and canyons. We work with our community to steward local creative initiatives that build a future that we envision together. We are dedicated to this town and our work, but are constantly building on what we do and redefining how we do it. We are looking for more ways to celebrate this place and to build on our town's assets. That's where you come in.

Learn more below.



COMMUNITY COORDINATOR (HOUSING SPECIALIST)

DUTIES & RESPONSIBILITIES

- Refine, expand, or combine our housing initiatives:
 - › Fix It First home repair program (eg. recruit new clients and manage projects).
 - › Single-family Housing (eg. develop plan for future iterations).
 - › Multi-family Housing (eg. develop 8-12 new rental units).
- Develop new housing projects and programs such as self-help housing and full-home renovations.
- Recruit and manage volunteers and volunteer groups.
- Assist in the implementation of the town's General Plan and the Downtown Revitalization Plan, specifically in the areas of housing and community beautification projects.

SKILLS & COMPETENCIES

- › English language proficiency is a must. Spanish language proficiency is a plus.
- › Project management experience and/or a willingness to learn management skills.
- › Knowledge of rural challenges and opportunities and experience in rural places.
- › Experience in rural community development and/or housing.
- › Ability to manage one's own time well and work independently.
- › Graphic or architectural design proficiency and/or construction experience is a plus.



COMMUNITY COORDINATOR (SMALL BUSINESS SPECIALIST)

DUTIES & RESPONSIBILITIES

- Assist local business or entrepreneurs to launch or expand their operations, create or retain full-time jobs, and secure financing.
- Assist in the implementation of the town's General Plan, Downtown Revitalization Plan, and the Green River Trails Opportunity Plan specifically in the areas of small business and destination development.
- Facilitate a local peer-mentoring group comprised of local entrepreneurs and small business owners/operators.
- Attend local and regional meetings, trainings, and conferences as directed.
- Facilitate the design, fundraising, and construction management of recreational trails.

SKILLS & COMPETENCIES

- › **English language proficiency is a must. Spanish language proficiency is a plus.**
- › **Project management experience and/or a willingness to learn management skills.**
- › **Knowledge of rural challenges and opportunities and experience in rural places.**
- › **Experience in rural community development and/or small business management.**
- › **Ability to manage one's own time well and work independently.**
- › **Graphic or architectural design proficiency is a plus.**



The hours, benefits, and compensation are flexible and based on the needs and experience level of the candidate.

Epicenter does not and shall not discriminate on the basis of race, color, religion (creed), gender, gender expression, age, national origin (ancestry), disability, marital status, sexual orientation, or military status, in any of its activities or operations. These activities include, but are not limited to, hiring and firing of staff, selection of volunteers and vendors, and provision of services. We are committed to providing an inclusive and welcoming environment for all members of our staff, clients, volunteers, subcontractors, vendors, and clients.

All Epicenter employees work with other Epicenter staff alongside our partners, clients, and volunteers under the direction of Epicenter Executive Director Maria Sykes.

TO APPLY, SUBMIT THIS FORM BY APRIL 30.



APPLY HERE

RURAL & PROUD

EPICENTER

