



## **Regional Project Coordinator - Delaware, Maryland and Virginia**

### **Description of Organization**

Centro de los Derechos del Migrante, Inc. (CDM) is the first transnational migrant workers' rights organization based in Mexico to support migrant worker organizing and advocacy on both sides of the U.S.-Mexico border. Since its founding, CDM has been driven by its mission to improve the conditions of low-wage workers in the United States. With a binational, multilingual staff and geographic reach, CDM has grown over the past 15 years in response to an increasing need, but its end goal remains unchanged: to overcome the border as a barrier to justice.

CDM envisions a world where migrant workers' rights are respected, and laws and policies reflect their voices. Through multilayered outreach and engagement strategies, CDM supports migrant workers to defend and protect their rights during recruitment, while at work in the U.S., and as they return to their home communities. Further information about our work and projects is available on our website: [www.cdmigrante.org](http://www.cdmigrante.org)

### **Position Summary**

Centro de los Derechos del Migrante, Inc. (CDM) seeks a Regional Project Coordinator to join its dynamic, binational team of migrant workers' rights advocates. This is a unique opportunity to support CDM's Protein Processing Workers Project (PPP), an initiative focused on ensuring health and safety for workers employed in protein processing (seafood, meat and poultry).

This is a grant-funded position. Preferred candidates will be willing to work out of our office in Baltimore, Maryland. Candidates interested in working remotely within Virginia, Maryland, or Delaware will also be considered. All candidates should be able to travel up to 15% of the time.

### **About You**

You have an unshakeable commitment to social, racial, and economic justice, and are passionate about defending the rights of migrant workers, immigrants, and low-wage workers. You are an excellent communicator, comfortable switching between languages, and look forward to coordinating a strong network of stakeholders.

### **Position Responsibilities**

The Regional Project Coordinator, working under the direction of the Project Director and in close collaboration with the rest of the project team, will support CDM's initiative targeted at protecting essential workers from emerging and re-emerging infectious diseases. This position will be responsible for coordinating collaboration and outreach efforts between a diverse network of regional actors including community-based organizations, unions, and government actors among others. This position will focus on coordinating actors and activities in Region 1 of the PPP project, which comprises Delaware, Maryland, and Virginia.

Key duties include:

- Coordinate activities in Region 1 (DE, MD and VA) of the Protein Processing Workers Project;
- Serve as primary point of contact for regional sub awardees, facilitating communications among CDM, CDC and sub awardees;
- Work closely with community-based organizations, CDC collaborators, and other stakeholders;
- Develop and cultivate relationships and opportunities for collaboration with regional and local community-based organizations, worker leaders, small businesses, community leaders, and other stakeholders;
- Facilitate communications between CDM, CDC and sub awardees in the region;
- Organize and facilitate recurring virtual meetings among stakeholders;
- Assist in organizing outreach efforts and events within the region;
- Occasionally travel to attend meetings, events, and accompany outreach activities as needed (up to 15%).

### **Knowledge and Skills Required**

- Full professional fluency in spoken and written Spanish and English;
- Strong commitment to social, racial and economic justice and understanding of the challenges facing migrant workers, immigrants and low-wage workers;
- Outstanding communication and organizational skills;
- Demonstrated experience successfully coordinating project activities, in-person and/or virtually, with minimal supervision;
- Experience managing relationships with multiple stakeholders;
- Working knowledge of video conferencing software (e.g., Zoom) and Google Suite. Experience with project management software (Monday.com or other) preferred;
- Must possess and maintain a current, valid driver's license, and have access to reliable transportation;
- Willingness to travel regionally, including overnight, approximately 15% of the time;
- Ability to thrive in a collaborative, high-energy environment.

CDM is an Equal Opportunity Employer and prioritizes diversity among our staff, Board of Directors, and volunteers. CDM does not discriminate on the basis of race, color, national origin, sex, religion, age, disability, sexual orientation, or gender identity. We encourage applicants from diverse backgrounds to apply. We also maintain a strong interest in our employees' career development and strive to provide opportunities for growth and education for dedicated members of our team.

Competitive salary range starting at \$56,000 with benefits, including generous vacation, health, dental and vision insurance, 401k, paid parental leave, etc.

### **HOW TO APPLY**

Interested candidates should submit a cover letter, resume, and a list of three references, including their contact information, to [info@cdmigrante.org](mailto:info@cdmigrante.org) with the subject line REGIONAL PROJECT COORDINATOR (R1) APPLICATION. No phone calls please.