Job Announcement:
Campaign Associate

At Walk San Francisco, we believe when you walk out the door to go to work, to school, to the park – anywhere – you shouldn't be risking your life by simply crossing the street. But sadly, every day an average of three people are hit while walking in San Francisco.

Walk SF exists to change this. Every day, we push for solutions to make our streets dramatically safer for everyone who walks. And we’re looking for a new team member to help us do this by helping to get more kids walking safely to school (40% of the position) and supporting our advocacy campaigns (60% of the position)!

This is a full-time non-exempt, hourly position, starting at $27.88 ($58,000 annually). Benefits include two weeks of PTO and 10 national holidays (plus bonus days at year-end); sick time; medical benefits plus a wellness flex fund; 401k match; and monthly Clipper Card (Muni and BART). The Campaign Associate reports to and works closely with the Advocacy Manager, and also works with the School Engagement Coordinator.

**Position requirements:** This position requires the flexibility to work some early mornings; on average, you will need to be available between 5-10 per month.

**KEY RESPONSIBILITY AREAS**

Principal responsibilities of the Campaign Associate include, but are not limited to:

- **Leading ‘walking school buses’ and workshops to get more kids walking to school. (40% time)** As part of our contract with the citywide SF Safe Routes to Schools Program, Walk SF is responsible for building and supporting activities at 16 elementary schools. This position will spend about 40% of their time at a designated group of schools where they will establish and lead morning ‘walking school buses', afternoon 'street safety strolls,' and walking school bus workshops. This position works closely with the Partnership’s School Engagement Coordinators (including one at Walk SF) and collaborates on these activities.
• **Providing the advocacy team with administrative, research, and organizing support for Walk SF campaigns. (60% time)** This position gets a front row seat on all of our work to win changes on our streets, supporting these in a variety of ways. This includes:
  ○ Helping organize walk audits, compiling audit results, and developing recommendations for safety improvements on specific streets.
  ○ Helping coordinate and communicate with people about advocacy opportunities (like making public comment at key hearings or attending a rally). Setting up sign-up forms, writing talking points, emailing reminders, planning logistics, and attending hearings are examples of ways you would support this kind of advocacy.
  ○ Helping grow the movement for safe streets. We know that so many people across San Francisco care about – and want – safe streets. This position will help us better engage the many people who are involved with Walk SF, helping track how folks are participating and also providing support to people trying to win changes in their neighborhood or on their street. This involves things like data entry, answering questions, and being at events to talk with folks about Walk SF.

**EXPERIENCE AND QUALIFICATIONS OF OUR IDEAL CANDIDATE**

While no one person will embody every quality, our ideal candidate will bring many of the qualifications and attributes listed below:

• A Bachelor’s degree or equivalent work experience.
• Experience with and/or interest in working with elementary-age children and school/parent communities.
• Ability to work individually and as part of a team.
• Demonstrated ability in organizing time and projects well, with attention to detail.
• Bilingual language skills in English and another language, especially Spanish or Cantonese is desirable.
• Strong written and verbal communication skills.
• Strong interpersonal skills with a high degree of cultural competence.
• Flexibility and adaptability to evolving responsibilities.
• Commitment to Walk SF’s mission of creating the most pedestrian-friendly city in the United States.
• Commitment to Walk SF’s values rooted in equity, community empowerment, and persistence.
• Working knowledge and comfort with Google Suite and/or Microsoft Office, plus experience using a CRM.

To apply, please send an email/cover letter that includes where you heard about the position, describes your alignment with our mission and values; explains your reasons for applying and any relevant experiences you would bring to this role; and your resume (resume must be a PDF with a file name that includes your last name and “Campaign Associate”) email to careers@walksf.org. Use the subject line: Campaign Associate Application. Resumes submitted without a cover letter will not be considered.

This posting was released on June 1, 2023.

MORE ABOUT US

Our staff is focused on making positive change in the world, celebrates diversity, and is committed to being intentionally inclusive in all our relationships. Walk SF has an active Equity Task Force made up of staff and board members; our work to contribute to ending systemic racism is ongoing. We recognize that transportation policy plays a key role in creating a more equitable city and world.

Walk San Francisco provides a workplace that is free from discrimination and harassment on the basis of race, color, religious creed, national origin, age, sex, marital status, sexual orientation, gender identity, disability, medical condition, veteran status, or any other classification protected by applicable law in employment or service policies and practices.

Walk SF’s office is located close to public transit and is ADA accessible. Walk SF currently has a hybrid working model – two days in the office (includes Mondays and one day of your choice or on a team-chosen day) and three days flexible (remote or office). In addition to early mornings, you must be able to occasionally work nights and weekends for special events (work weeks will not exceed 40 hours total).

Walk SF works in the interest of all pedestrians in San Francisco, but prioritizes our work in order to address the needs of people who are disproportionately affected by pedestrian safety issues. This includes children, communities of color, people with disabilities, and seniors. Learn more about Walk San Francisco at walksf.org.