

A project of Projecto Pastoral at Dolores Mission
Comunidad en Movimiento

IMMEDIATE RELEASE: DEADLINE WEDNESDAY, APRIL 19TH

**Comunidad en Movimiento (CEM) Project Assistant and
Data Analyst (40-hour contract)**

The Comunidad en Movimiento (CEM) Pico Aliso Neighborhood Project is a community-led street improvement project organized by Proyecto Pastoral. Last year, Comunidad en Movimiento (CEM) resident leaders have collected 1,000+ school surveys and 150+ community surveys to understand the safety needs in the neighborhood. The project seeks to ensure that we address the critical areas in our neighborhood and improve mobility for seniors, youth, and families. The goal is to build support and funding for these projects as part of a long-term effort to ensure a safer and walkable community.

Role and Responsibilities:

- The Project Assistant/Data Analyst will be responsible to assist to co-facilitate the Great Streets: Pico Aliso Neighborhood planning process, which includes an outreach plan and temporary street improvement pop-up event on **Saturday, May 6th**.
- The project outreach plan consists of door knocking activities, senior walking groups, a community art workshop, teacher and youth information sessions, and planning meetings with CEM leadership and Great Streets management team.
- The Project Assistant/Data Analysts will also be responsible to work with the project team (Great Streets management team, CEM Organizer, and Safety Committee Coordinators) to implement a community surveying process related to the pedestrian safety needs and street conditions along the 4th Street corridor.
- The community surveying process includes collecting surveys, data inputting, present findings with project team, and assist the project team develop our final project report.

The ideal Project Assistant/Data Analyst candidate:

- Has experience with research, data collection and analysis
- Has great verbal and written communication skills
- Is bilingual in Spanish and English
- Has great time management skills
- Is a great team member and team leader
- Is open to working remotely, from home, and in the field
- Is committed to social justice and has experience working with grassroots organizations and directly with communities of color

The position starts immediately and the hourly rate for this contracted position is \$20 per hour for a total of 40 hours (total of \$750). **The deliverables are expected to be completed by June 2, 2017.** Please email America Aceves, CEM Community Organizer, at aaceves@proyectopastoral.org.