



**Catholic  
Charities**  
YOLO • SOLANO

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(707) 644-8909, [www.ccsolano.org](http://www.ccsolano.org)

## **CATHOLIC CHARITIES OF YOLO & SOLANO**

### **IMMIGRATION SERVICES PROGRAM – Position Opening**

**Position:** Yolo County Community Outreach Coordinator -  
DACA/Citizenship /Know Your Rights

**Status/Location:** Full-time/Woodland

**AREA/Program Focus:** Legal, Immigration and Citizenship

**Summary of Position:** The Immigration Legal Services Community Outreach Worker will provide promotion and education regarding new benefits which will be offered to our county's immigrants.

**Reports to:** Director of Legal Services

#### **Responsibilities:**

The Community Outreach Coordinator will engage DACA/Citizenship applicants, using a mutual assistance model to: Connect potential DACA beneficiaries to no or low-cost legal services, with an emphasis to prevent exposure to fraudulent services; Build a base of volunteer support for DACA/Citizenship applicants, particularly utilizing the strength and capabilities of community members and Dreamers to assist in efforts; Raise awareness about DACA and Citizenship in the community (particularly among potential applicants), drawing upon the leadership of DREAMers and those at the grassroots.

#### **Duties Include:**

- Give presentations in community settings and parishes on new laws and regulations which will permit undocumented immigrants to apply for Deferred Status, Citizenship and other Immigration Remedies.
- Prepare for presentations with materials provided.
- Attend meetings to set guidelines and deliverables
- Submit weekly reports describing outreach strategy and deliverables
- Engage in outreach activities as articulated in the outreach plan and be responsible for communication with the DACA/Citizenship Outreach Coordinator and/or Program Director about outcomes and any challenges to meeting target outcomes
- Assist DACA/Citizenship Outreach Team Members with outreach and support for application assistance events

- Conduct outreach to target populations in a variety of community settings such as schools, churches, community centers, local businesses etc. in Yolo County, in particular areas of high density, and hard to reach communities, colleges and universities, GED education sites, and others.
- Contribute to the agency's efforts to build a base of support for DACA/Citizenship applicants
- Attend Quarterly CBO'S Meetings
- Additional tasks as needed.

**Qualifications:**

- Passion for social justice and immigrant rights
- Strong organizational skills
- Openness to 1:1 relationship building with community members
- Ability to develop, implement, and monitor an outreach plan
- Strong writing and speaking skills
- Bilingual English/Spanish
- Well versed in the DACA policy directive, current DACA events/updates and on-going advocacy efforts at the local, state and national level
- Excellent community relation/public speaking skills – positive attitude
- Commitment to learning grassroots outreach methods
- Personal commitment to community capacity-building and social justice
- Familiarity with the Yolo County and knowledge of local resources and public systems preferred.

**Scope of Project and Compensation:**

- The project extends from January 2017 to December 30, 2017. (based on performance)
- Will require some weekend and evening work.
- Compensation depending on qualifications.

**TO APPLY: Please send your cover letter and resume as follows: Via Email (preferred method of submittal): [teresa@csssolano.org](mailto:teresa@csssolano.org)** Please include the title of position in the subject line before submittal of cover letter and resume.

**Position is open until filled.**