

Alternatives to Military Service Program Coordinator
Whatcom Peace & Justice Center
1220 Bay Street, Bellingham, WA 98225

Supervisor: Aline Prata, Executive Director (office@whatcompj.org)
Compensation: \$16.5/h 10-15h/week
Period of Employment: May– November, 2023*
Application Deadline: April 20th or until position is filled

Overview

The Whatcom Peace & Justice Center (WPJC) is a small intersectional nonprofit organization that works to create a voice for peace and social justice in Whatcom County through partnerships with local community organizations, direct action, public witness, and education on alternatives to violence and war. Our longest-running Program, Alternatives to Military Services, visits every high school in Whatcom County twice a year, offering vital information on the realities of war and helping youth fact-check the promises of military recruiters.

The Center was formed in early 2002 not only to address U.S. aggression against the people of Afghanistan and the invasion of Iraq, but also to establish an organization fostering nonviolence as a way of life and as a tool of domestic and foreign policy. Since then, WPJC has continued to evolve as a community hub, movement incubator and resource center for activists of all ages in Whatcom County. Currently, our work and programs focus on connecting local and transnational struggles against militarized violence and systemic oppression.

Responsibilities

As Alternatives to Military Service Coordinator, you will:

- Recruit and coordinate volunteers for visiting high schools in Whatcom County
- Conduct regular volunteer trainings (at least quarterly)
- Build relationships and stay up-to-date with volunteers and high school officials
- Develop and distribute physical and digital marketing materials informational brochures/pamphlets for outreach
- Attend WPJC-related events and help engage volunteers and community partners

Required Qualifications:

- Commitment to social justice and community organizing
- Ability to work independently, as well as in group situations
- Interpersonal communication skills, including written and verbal
- Enthusiasm for working with a diverse cross-section of Whatcom County community members including elders, veterans, youth, school officials and the general public

Preferred Qualifications:

- General Computer Skills: Word, Excel, Outlook, Google Drive, etc.
- Experience with one or more of the following:
 - o Social media management
 - o Website management and design
 - o Graphic design (i.e. through Canva, Adobe, etc.)

Educational/Professional Benefits

- Chance to connect with an intergenerational community and work alongside local human rights advocates and long-time community activists under direction of a diverse six-member volunteer board of directors
- As the WPJC intern you can gain new skills and experiences essential to pursuing a career path in the non-profit sector, while also developing a critical perspective of the nonprofit-industrial-complex
- Network with other organizations and groups working on social justice and demilitarization.

Application Process:

Email the following materials to office@whatcompjc.org with “AMS Coordinator” in the subject line. Please include a resume and letter of interest that addresses how your interests and life experience align with the internship description. All application materials must be submitted by email as pdf files. The application deadline is April 20th 2023 (or until the position is filled).

*Dates of employment can be flexible depending on applicant availability and needs.