



Hispanic Advocacy and Community Empowerment through Research (HACER) is the only advocacy-driven, Latino-specific research organization in the Upper Midwest. HACER has been working with the Latino community in MN and beyond, since 1988. Our mission is to engage Latino Minnesotans through research, evaluation, and community action to promote equitable representation at all levels of institutional decisions and policy change.

To help us drive this mission, we are seeking a part-time (20 hours per week) **Outreach Specialist** for the Twin Cities Metro area. This role promotes a positive public image and controls the dissemination of information on HACER's behalf. Phenomenal communication and people skills make a strong Outreach Specialist. Experience in communications and project management are important qualities. Your enthusiasm and positive attitude will help you gain the trust of colleagues and external parties alike.

Responsibilities for the Outreach Specialist role include:

- Provide a seamless array of communication and outreach services to HACER clients that will inform them of HACER's work and presence in different forums and community activities.
- Support the work related to outreaching clients, partners, consumers, and other people who could participate at events or research projects for HACER
- Support the implementation of HACER leadership training and outreach projects
- Support the developing of new leadership, outreach, and research projects, and the search of financing opportunities for them (grant writing support)
- Other activities related to communications and outreach in accordance with different research, evaluation, and training projects conducted by HACER
- Coordinate interns and volunteers in leadership and outreach projects as needed
- Support Metro Area Outreach Coordinator at events and outreach related administrative tasks as requested

Desired qualifications for the Outreach Specialist role include:

- Bachelor's degree in social sciences or health related fields are preferred but not required
- Experience in community engagement with Latinos
- High comfort level speaking to new people at events, and excitement around building and sustaining relationships with those services by HACER, as well as partners
- Strong Spanish communication skills, including speaking, reading, and writing
- Willingness to interact with a culturally diverse group of co-workers and communities

Benefits for the Outreach Specialist role include:

- Fifteen (15) PTO Days and Ten (10) Paid Holidays per year – prorated 1st year based on date of hire and part-time status
- 401(k) retirement plan with company match
- Employee benefit stipend provided for purchase of insurance benefits
- Paid bereavement and parental leave
- HACER's work environment is equity and social justice based, relaxed atmosphere and mission focused
- Support professional or personal development
- Salary: \$22.80 – \$24.10 per hour based on qualifications

If this sounds like an excellent opportunity for you, we would love to hear from you! Please apply today at: [HISPANIC ADVOCACY AND COMMUNITY EMP \(careerplug.com\)](https://careerplug.com)

Who we are: Diversity and open expression are fundamental to the work of HACER. We are passionate about building and sustaining an inclusive and equitable working environment where everyone can belong. Every member of our team enriches our work by exposing us to a broad range of ways to understand and engage with the world, identify challenges, and to discover, design, and deliver solutions. We welcome everyone to apply, especially those individuals who are underrepresented in our sector: individuals who identify as BIPOC, LGBTQI+ and gender fluid or gender nonconforming, individuals with disabilities (both seen and unseen), veterans, people of any age or family status. *We encourage you to apply even if you feel like you don't fit 100% of the technical requirements.* Equal Opportunity Employer: All qualified applicants will receive consideration for employment without regard to age, race, color, religion, disability, marital status, national origin, sex, gender identity, sexual orientation, familial status, genetic information or a protected veteran's status.