



Program coordinator – service-learning and social justice education

William Penn House is a Quaker center for witness, education, service, and hospitality, centrally located in the Capitol Hill neighborhood of Washington, DC. Since 1966, we have supported peace and justice activism through hospitality, experiential social justice education programs, and public events.

The program coordinator is responsible for the design, management, and facilitation of William Penn House's social justice education and service-learning programs. These programs engage youth (middle-school through college-aged) with social justice issues through hands-on, experiential activities and opportunities to build relationships with activists, community leaders, policy makers, and members of marginalized communities.

Our programs are intense immersions in social justice issues. They are grounded in Quaker practices of social witness and deep dialogue, the shared experience of Quaker worship and personal reflection, and the Quaker tradition of workcamping and direct service in solidarity with those on the margins of society. Activities vary from program to program, including service projects, meetings with policy-makers and activists, tours exploring local social justice issues, and reflective discussions. Programs address a wide range of social justice issues, including but not limited to traditional Quaker concerns such as racial and economic equity, peace-building, criminal justice reform, and environmental stewardship. Recent programs have focused on homelessness and housing justice, international human rights, urban gentrification, food justice, and indigenous rights. Programs address these issues at scales from the very local (neighborhood-based action and community organization) to national and global (US government policy and international organizations).

Responsibilities include:

- Planning and coordinating day- to week-long service-learning and social justice education programs
- Leading youth groups in service projects, educational activities, and discussions
- In partnership with the Executive Director and other staff, developing a strategic vision for deepening and strengthening WPH educational programs and developing new program areas
- Building and nurturing mutually-beneficial partnerships with community organizations, social service agencies, advocacy groups, K-12 schools, colleges and universities, and religious congregations
- Working closely with the WPH Resident Manager to engage interns in program planning and leadership

The ideal candidate must have experience—work, education, volunteer, or a combination—in some or all of the following areas:

- Experiential education, service-learning, and/or social justice education
- Facilitation of workshops and/or discussions on challenging issues, especially with youth
- Program management
- Spiritually-based or religious education and/or leadership
- Quaker or other faith-based social action

Bachelor's degree or equivalent experience required; Master's degree or significant experience in education, social sciences, or related social activist field preferred.

Desired qualifications include:

- A passion for peace, justice—social, economic, racial, and environmental—and building inclusive and equitable communities
- Ability to work independently, managing multiple projects and competing priorities with firm deadlines
- Strong communication skills, written and oral
- Commitment to building partnerships and working closely with people of diverse backgrounds, ages, and cultures
- Excellent time-management skills and the passion to envision and follow through with new projects, ideas, and community partnerships
- Ability to work as part of a small, collaborative staff team and closely with community partners to design, implement and evaluate programs
- Knowledge of and commitment to Quaker social testimonies and Quaker approaches to social change

Evening and weekend work and some travel are required for this position.

Salary will be commensurate with experience and qualifications. All full-time William Penn House staff receive an excellent benefits package, including health insurance, annual leave, and pension contributions. All staff also receive support in professional and spiritual development, as well as participation in the wider Quaker community.

William Penn House is committed to equal employment opportunity. We do not discriminate in employment on account of race, color, national origin, gender, gender identity, sexual orientation, age, or physical or mental disability. Because of the religious nature of our programs, we actively seek to employ members of the Religious Society of Friends and active attenders of Friends meetings.

Review of applications will begin on September 1, 2017; applications will be accepted until the position is filled. To apply, please send (email preferred) a letter of interest explaining your qualifications for and interest in the position, a current resume, and contact information for 3 references to:

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