



City of Tukwila

Community Connectors Program

About the Connectors Program

The Community Connectors Program intends to improve outreach to and engagement with communities historically underrepresented in the civic process and decisions that impact their community. The Connectors Program partners with members from communities to act as liaisons and provide better communication between the City and communities. Connectors are residents with deep connections in their communities and a commitment to facilitate outreach and communications as well as provide culturally sensitive guidance to City staff on how to design and undertake comprehensive and effective outreach. By building stronger relationships with a broad range of communities, the City continues toward the vision of ensuring that all residents have equal access to opportunities and services.

2018 Community Connector Job Description

Community leaders representing a diverse range of populations are identified through various networks, organizations, and partners connected to the City of Tukwila. Connectors must live, work, or attend school in the City of Tukwila, be committed to assist the City of Tukwila by acting as a *Community Connector*, collecting local information from their perspective community regarding the City's Projects Goals and Outcomes (TBD).

The City of Tukwila is seeking Connectors from backgrounds including but not limited to the following:

- Burmese
- Eritrean
- Ethiopian
- Latino
- Nepali
- Somali
- Vietnamese
- Seniors (aged 55+)
- ADA Community
- Youth
- LGBTQ

Key Responsibilities

1. Keep in touch with Point of Contact for the City of Tukwila (Mia Navarro) and for Global to Local (Niesha Brooks).
2. Share information with community members about the City and its services according to the annual project plan.
3. Attend all required trainings and community meetings. During the course of the year there are typically 3-4 trainings and 3-4 community meetings.
4. Recruit members of the community to attend and/or participate in events like community meetings, open houses, trainings, surveys, and information sessions. Connectors are encouraged to recruit up to 8 people per event.
5. Attend a final debrief meeting at the end of the year to share feedback on your experience as a Community Connector in order to improve the program.

Stipend Payments

Community Connector is a volunteer position, but stipends are offered to ensure that cost is not a barrier to participation. Stipends are paid on an activity basis according to the schedule below. Niesha Brooks, Point of Contact for Global to Local, submits monthly payment requests for each Connector. Payments are typically made within 1 week of the payment request being completed.

Type of Activity	Expected time commitment	Payment
Trainings & Meetings	2-3 Hours	\$80
Community Events/Gatherings	3-4 Hours	\$100
Recruiting Survey Participants	N/A	\$10-\$30/per Survey
Recruiting Event Attendees	N/A	\$10/per Community Member
1x1 Support Meeting	.5-1 Hour	\$25

Background Check

Because Community Connectors will be acting as representatives of the City, and because this position involves unsupervised contact with members of the public, Connectors are required to pass a criminal background check in order to participate in the program.

Program Contacts

Global to Local (Main Contact)

Niesha Brooks
Leadership & Engagement Manager
(206) 375-5031
niesha@globaltolocal.org

City of Tukwila Contact

Mia Navarro
Community Engagement Manger
(206) 454-7564
Mia.Navarro@TukwilaWA.gov

Participation Agreement

I have read the Community Connectors Program Overview and understand the responsibilities of a Community Connector. I agree to the terms of the program and to participate fully for the duration of the program year beginning February 2018 and ending December 2018.

Printed Name

Community Representing

Signature

Date