



**Libraries
Without Borders**
Bibliothèques Sans Frontières

South Texas Project Coordinator

About Libraries Without Borders US

Libraries Without Borders US (LWB US) is the American branch of Bibliothèques Sans Frontières (BSF), an international organization based in Paris with worldwide reach. Since 2015, LWB US has partnered with libraries, schools, and local nonprofits to transform laundromats, parks, and other public spaces into places of learning. There, we work with local organizations to bring libraries (and library resources) to under-resourced communities along with culturally relevant programming—from digital literacy and computer skills to health, legal, and financial literacy.

From public parks in Detroit to laundromats in Oakland and San Antonio, from mobile home communities in Minnesota to houses of worship in Baltimore and community centers in Puerto Rico, we meet people where they are and connect them to relevant resources and reliable information. In so doing, we bridge the digital divide, fight poverty, promote civic engagement, and strengthen communities. Our programs have been recognized by the Google Impact Challenge and the Library of Congress.

About the Role

The South Texas Project Coordinator will be the local representative of Libraries Without Borders US in San Antonio and South Texas. The Project Coordinator will be responsible for supporting project planning and executing work plans developed in collaboration with LWB US staff, community stakeholders, and local partners.

The ideal candidate will have experience speaking to a wide range of audiences, virtually and in-person. The position also entails frequent local travel, and may involve domestic and international travel as well.

Who We're Looking For

LWB US seeks a highly organized, strategic, adaptable, detail-oriented, and people-centered leader with a demonstrated commitment to racial and economic justice. We want candidates with experience in community, public, grassroots, or labor organizations who have worked with under-resourced communities and/or communities of color. Candidates should be familiar with the San Antonio and the Rio Grande Valley areas, have a reliable vehicle for transportation and an active driver's license and proof of insurance. Candidates should be comfortable communicating in both English and Spanish to a wide range of audiences.

Diversity, Equity & Inclusion

Libraries Without Borders is an equal opportunity employer committed to creating a diverse and inclusive workforce. We strive to be a workplace where people thrive by being themselves and are inspired to do their best work each and every day. We would like to see our commitment to diversity, equity, and inclusion reflected in the candidate pool for this vital position.

Core Responsibilities

- Oversee LWB US programs in South Texas.
- Build partnerships with nonprofit organizations, government agencies, and other key stakeholders to advance the mission of LWB US
- Expand LWB US programming in San Antonio, the Rio Grande Valley and South Texas to increase access to vital information and technology for under-resourced communities.
- Manage ongoing projects in multiple locations throughout San Antonio and South Texas.
- Collaborate with LWB US staff on funding and development opportunities to support ongoing and new programming.
- Oversee data collection efforts to measure program effectiveness.

What We Offer

- Salary: \$50,000-\$55,000
- Benefits: Health insurance (including dental, vision, mental health)
- Vacation: 20 days of PTO
- Generous annual professional development and work from home stipend

Timeline

- Applications accepted until February 7, 2022
- Anticipated start date in April 2022

Interested?

Please send an email titled, "South Texas Project Coordinator" to jobs@librarieswithoutborders.us with the following information attached:

- Resume (1 page)
- Cover letter (1 page)
- Contact information for 2 Professional References
- LinkedIn (optional)