



**NORTHERN CALIFORNIA LAND TRUST**  
Job Announcement

TEMPORARY POSITION

**TENANT OPPORTUNITY TO PURCHASE ACT  
TOPA COMMUNITY ORGANIZER**



**SALARY:** \$30/hr exempt position/plus benefits

**HOURS:** 25 hours/week for 4 months – with the possibility of extension depending on funding and candidate interest

**TO APPLY:** Please submit a resume and letter of interest to [jobs@nclt.org](mailto:jobs@nclt.org).  
Details at <https://nclt.org/jobs/>.

**Start Date:** Dec 1 / Open until Filled

**About NCLT:** Founded in 1973 and headquartered in Berkeley, the Northern California Land Trust is a Community Land Trust (CLT) that develops affordable housing and community facilities in the Community Land Trust model. We are a small, but complex organization that provides property management, real estate sales and development, and direct housing counseling services to our residents and community partners. <https://nclt.org>

**About TOPA and the TOPA Working Group:** The Tenant Opportunity to Purchase Act (TOPA) is a critical anti-displacement and resident-ownership policy that was introduced in Berkeley in 2020 and has the support of over 50 Berkeley and East Bay-based community organizations, unions and public officials. It was the first TOPA policy to be introduced outside of Washington, DC. After years of community outreach and research, TOPA was developed through a partnership between the Mayor of Berkeley and the East Bay Community Law Center and other community members of the TOPA Working Group (Bay Area Community Land Trust, Berkeley Tenants Union, Friends of Adeline and the Northern California Land Trust), and is also supported by the Partnership for the Bay's Future program. The TOPA Working Group has been leading campaign efforts to educate and organize the Berkeley public to support the passage of TOPA, with a particular focus on tenants, BIPOC residents and BIPOC-led community organizations. See more information at <https://yes2topa.org>.

**DESCRIPTION and SCOPE OF WORK:**

The TOPA Community Organizer will take the lead in organizing and coordinating Yes2TOPA endorsers and supporters to participate in outreach efforts and advocate for the successful

passage of a strong, tenant-centered TOPA in Berkeley.

Key tasks include:

- Maintaining relationships with endorsing organizations and supporters, with a strong focus on BIPOC and tenant-based groups.
- Organizing outreach efforts and actions around TOPA to build support for and visibility of the campaign, and mobilizing endorsing organizations and community to support these actions. Outreach efforts could include flyering, tabling/speaking at community events, or TOPA-specific actions.
- Coordinating a small team of supporters to help with organizing and keeping the community informed on TOPA.
- Organizing endorsers/supporters to participate in social media actions, email actions, meetings with Council Members, and giving public comment at City Council meetings.
- Refining existing TOPA outreach resources.
- Supporting social media outreach on the Yes2TOPA platforms.
- Attending weekly TOPA Working Group meetings.
- Coordinating bi-weekly TOPA campaign meetings with endorsers/supporters.

**DESIRED EXPERIENCE:**

The ideal candidate will have roots in Berkeley and be passionate about anti-displacement and housing justice work. They will possess excellent skills in community organizing, specifically:

- Minimum of 1 year direct experience with community organizing and/or popular education around social justice issues; preference for direct campaign experience.
- Leadership skills, including good public speaking skills.
- Excellent written and oral communication skills.
- Ability to quickly establish credibility and build strong working relationships with diverse groups of people.
- Results-driven and team-oriented work style.
- Well organized and detail oriented.

The position reports to the NCLT's Director of Policy and will also directly collaborate with the TOPA Working Group.

**Equal Opportunity Employer:** As an organization committed to community led solutions to housing justice and racial equality NCLT provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, along with any and all of other characteristics that make us all unique. We help put this commitment to diversity, equity and inclusion in practice through professional training, flexible work hours, benefits and support for a healthy work-life-family balance.