

Position Announcement

We are excited to announce a job opportunity for the position of **Bilingual Community Education Specialist** with the Farmworker Unit at Legal Aid of North Carolina.

Position Title: Bilingual Community Education Specialist

Employment Type: Full-Time, Salaried Non- Exempt. *Please note that this is a one-year position subject to renewal depending on funding availability.*

Salary Range: \$38,000 - \$42,000

Hours: Fluctuating schedule totaling 37.5 hours per 7-day workweek: 9-5 during the non-agricultural season and a combination of office hours and some evening and weekend work during the agricultural season

Location: Raleigh, NC

Application Deadline: August 11, 2026

About us: Legal Aid of North Carolina is a statewide, nonprofit law firm that provides free legal services in civil matters to low-income people to ensure equal access to justice and to remove legal barriers to economic opportunity. Legal Aid is an innovative, creative, progressive, and efficient civil legal service provider to the poor, working towards an inclusive justice system of equal access. All voices are valued, heard, and respected.

The Farmworker Unit serves eligible farmworkers who worked in North Carolina, a state that depends heavily upon farmworkers to cultivate and harvest tobacco, fruits, vegetables, and Christmas trees. Many workers live in labor camps and are dependent upon their employers not only for work and housing, but also for access to goods and services. Cases typically involve a failure to pay required wages, civil rights violations, substandard living and working conditions, unlawful recruitment practices, and cases involving claims of human trafficking and sexual assault. Unit attorneys also handle immigration cases, including applications for farmworker survivors of certain crimes.

Who we are looking for: Legal Aid of North Carolina seeks a full-time Bilingual Community Education Specialist to support the Farmworker Unit and specifically to support the Unit's current Community Education Coordinator.

Why this role matters: This role expands access to justice by assisting the Unit CEC with their community education duties as they work with the Innovation Lab and other farmworker partners to identify new tech-assisted approaches to outreach planning. This outreach work will allow the Unit to support more members of the target client population across North Carolina.

What you will do:

- Support the Unit's working relationships with organizations that interact with the client population, including administrative agency personnel, churches, community groups, coalitions, and education and health programs.
- Support the management of the Unit's English and Spanish language Facebook pages and bilingual website, including updating and posting content, responding to messages, and monitoring activity.
- Develop, implement, and distribute media-based community education materials using print, online, and radio formats.
- Train and schedule staff, interns, and volunteers who participate in community education activities.
- Plan, equip, and lead outreach visits and presentations, including Sunday and evening visits to labor camps and occasional multi-day overnight outreach trips throughout the state.
- Assist the Community Education Coordinator to maintain two Unit vehicles used for outreach, including scheduling maintenance and ensuring readiness.
- Perform other tasks assigned by the Managing Attorney and/or Community Education Coordinator.

What you will bring to Legal Aid of North Carolina:

- Bachelor's degree or equivalent combination of education and experience preferred.
- Valid driver's license and comfort driving SUVs in both urban and rural areas.
- Fluency in written and spoken English and Spanish.
- Excellent interpersonal, organizational, and communication skills.
- Strong writing skills.
- Strong general computer skills and ability to troubleshoot basic technical issues.
- Ability to work a flexible schedule, including up to two evenings per week and some weekend work for at least two thirds of the year.

Preferred Qualifications:

- Experience in outreach, education, communications, program coordination, or related work is preferred.
- Experience working in a law office and/or with farmworkers is preferred.
- Experience and/or ability to learn and use software such as Adobe InDesign, WordPress, Canva, Piktochart, databases, spreadsheets, app-based data systems, or similar tools is preferred.
- Experience managing websites or social media platforms is beneficial.



What we offer:

- **Compensation:** The salary is competitive and will be commensurate with the candidate's competencies and experience.
- **Health Benefits:** Comprehensive medical, dental, and vision coverage
- **Retirement Plan:** 401(k) plan with a discretionary employer contribution
- **Flexible Work Environment:** Promoting work-life balance and employee well-being.
- **Paid Leave:** Generous paid time off and holidays
- **Paid Parental Leave:** Up to 12 weeks of paid leave for eligible employees.
- **Insurance Coverage:** Employer-paid life insurance and disability insurance
- **Employee Assistance Program (EAP):** Confidential counseling and support services
- **Professional Development:** Opportunities for ongoing learning and growth

How to apply:

Legal Aid of North Carolina believes all our professionals bring unique approaches and ideas to solving problems and advancing our mission.

If this is the work environment you would like to join, we invite you to apply for this wonderful opportunity. Please submit a cover letter and resume with the subject line "**Bilingual Community Education Specialist**" and the posting number: **202607-466** to: jobs@legalaidnc.org.

Legal Aid of North Carolina is proud to be an equal opportunity employer. All are welcome to apply. Selection will be based on relevant qualifications and work experience.