



FELLOWSHIP ANNOUNCEMENT

Outreach, Equity, and Inclusion Fellow

Organization Background

The New Bedford Ocean Cluster (NBOC) is a 501(c)3 nonprofit organization established in 2021 to leverage New Bedford's coastal position, marine knowledge base, and landside capacity to drive employment and wealth creation for New Bedford residents through a dynamic approach of targeted business recruitment, the creation of unique economic infrastructure, skill development, and support for homegrown ocean economy companies.

While the Port of New Bedford is the focal point of the NBOC, the cluster is a regional initiative with New Bedford at the geographical center. The NBOC works collaboratively with the private sector, public sector, and academic institutions to establish New Bedford as the leading ocean economy on the East Coast through a strategic focus on four, interrelated marine industry pillars:

- Aquaculture
- Commercial Fishing & Processing
- Innovation & Technology
- Offshore Renewable Energy

The NBOC's vision is to:

- Create a New Bedford maritime business network and serve both as a clearinghouse for business-to-business interaction and the leading convener of the maritime businesses.
- Make the Port of New Bedford the first port of call of the offshore wind industry in the United States.
- Become the model for other ports to facilitate commercial collaboration between port industries and companies.
- Develop strategies to create more value for our community from our natural ocean resources including fish, wind, and aquaculture.

The NBOC is committed to advancing a diverse, equitable, and inclusive marine economy in greater New Bedford that ensures minority and underrepresented individuals and communities can participate in the growing blue economy.

Position Description

The NBOC established a Diversity, Equity, and Inclusion (DEI) Committee in June 2022 to solidify its commitment to advancing a diverse, equitable, and inclusive marine economy in greater New Bedford. The Committee is responsible for planning, creating, and promoting policies and procedures across all aspects of the NBOC that encourage and support equal access, opportunity, and inclusion for underrepresented groups in New Bedford's marine industries. By listening, learning, and active engagement, the NBOC DEI Committee strives to create a vibrant marine economy that reflects New Bedford's historically rich and diverse community.

To that end, with support and guidance from the DEI Committee, the NBOC aims to:

- Remove barriers to entry for underrepresented groups.
- Educate, inform, and connect with the local community.
- Promote workforce development and training opportunities widely.
- Create a diverse and equitable supply chain and procurement systems.
- Advance and promote safeguards and accountability measures that ensure economic justice and empowerment.

The Outreach, Equity, and Inclusion Fellow (OEI Fellow) will support activities and initiatives to advance the goals and objectives of the NBOC's DEI Committee. The position will engage in community outreach to inform underrepresented individuals and businesses in greater New Bedford of opportunities such as jobs, trainings, apprenticeships, internships, sub-contracts, and technical assistance with the goal of increasing the participation and leadership of underrepresented groups in offshore wind and other marine industries throughout the region.

The position is hands-on and demands an energetic, self-starter with experience in community engagement and working within diverse, underserved communities. In return, the position offers an exciting opportunity to contribute to the growth and evolution of an innovative model and early-stage nonprofit organization that is well-positioned to directly impact the future of greater New Bedford's blue economy.

Core Responsibilities

- Develop a community engagement strategy that outlines a structured process with avenues and opportunities for engaging New Bedford's diverse community long-term in the NBOC's mission.
- Assist with the coordination of DEI Committee meetings, including but not limited to managing committee meeting schedule, drafting/circulating meeting agendas and minutes, and supporting other related logistics.
- Increase awareness and visibility of the NBOC's core program, Act Local, with the goal of reaching underrepresented individuals, businesses, and groups in greater New Bedford.

- Grow community interest in the NBOC’s four industry pillars through grassroots marketing strategies such as attending and tabling at local events, attending and presenting at neighborhood meetings, canvassing, messaging campaigns, etc.
- Create content for social media, e-newsletter, presentation materials, and other collateral to educate and inform the community about job and business opportunities to effectively reach greater New Bedford’s diverse populations and communities.
- Support the planning and implementation of events to promote the work of the NBOC, the Act Local program, and other initiatives to engage and share information with the community widely.
- Engage directly (face-to-face, phone call, email) with diverse individuals, businesses, and academic/civic/training groups to share information, offer support, and help facilitate connections to advance the DEI Committee’s goals and objectives.
- Perform due diligence and research to support projects, initiatives, or assignments.

Professional & Personal Qualifications:

- Strong networking and relationship-building skills across a wide span of community stakeholders.
- Background working within diverse, traditionally underserved communities.
- Good marketing and/or presentation skills.
- Strong oral and writing skills.
- Detail-oriented and organized.
- Ability to work with a team, as well as independently motivated\
- Knowledge of the New Bedford area and its strengths and challenges a plus
- Able to handle a busy and varied workload.
- Attention to detail, keeping the NBOC’s members and stakeholders front of mind.
- A passion for the blue economy and drive to establish New Bedford as the leading ocean economy on the East Coast.
- Bilingual (Spanish) a plus
- IT literate with experience using Microsoft applications including Excel, PowerPoint, and Word and virtual platforms such as Zoom and Teams.

Compensation & Term

\$30.00 per hour for 28-30 hours per week. Hours vary but fall within normal business hours (Mon-Fri, 9am-5pm), though there may be occasional weekend or evening hours. The Fellowship is for one year, from September 1, 2023-August 31, 2024, with potential to extend beyond one year.

To Apply

Interested applicants should respond by email with a cover letter and resume to Jennifer Downing, Executive Director: jennifer.downing@nboceancluster.org

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