



JOB TITLE:	Organizing Associate
REPORTS TO:	Organizing Director
DEPARTMENT:	Organizing
FLSA STATUS:	Non-Exempt
EXPERIENCE:	Entry Level
LOCATION:	Southeast Ohio
DATE:	April 2022; Until Filled

POSITION SUMMARY

Community organizer who identifies, recruits, trains, and manages leaders in the criminal justice reform and justice movement spaces in Ohio to end systemic inequities through policy change.

SALARY/COMPENSATION

Salary Range: \$40,000 - \$44,000

Compensation: Salary offer shall be determined by depth and breadth of successful candidate's knowledge and experience. Total compensation package includes generous health insurance benefits (including dental, vision, and hearing); new hires receive four (4) weeks of paid time off, accrued at approximately thirteen (13) hours per month; and eleven (11) paid federal holidays.

RESPONSIBILITIES

Provide on-the-ground organizing and advocacy support for criminal justice reform and other strategic priority efforts

- Identify, recruit, organize, and mobilize volunteers and community leaders to advance organizational and issue specific objectives.
- Cultivate and maintain relationships with volunteers while moving them along the ladder of engagement through agitation, one-on-one conversations, and opportunities to test leadership.
- Train volunteers one-on-one and in groups to think strategically, develop issue specific programs and projects, and build vehicles of engagement for the general public.
- Plan and manage events relating to issue centered programs and projects, volunteer engagement, and base building.
- Organize activists to join in ACLU lobbying, base building, and mobilization efforts.

Build relationships with community partners to connect local justice allies with the ACLU's state and national resources

- Build and facilitate a Southeast Ohio coalition table around bail reform and ACLU strategic priorities.
- Maintain relationships and assist volunteer leaders in developing relationships with key political players, opinion leaders, allied organizations, and coalitions to build our base of support in the region.
- Coordinate issue centered objectives and actions with allied coalitions.
- Contribute to the research, drafting, and implementation of a statewide campaign plan.
- Interpret data to identify trends and assess the effectiveness of media, mobilization efforts, and deployment of resources.

Increase awareness of the ACLU and its criminal justice reform efforts in Southeast Ohio.

- Collect, cultivate, utilize, and archive stories of impacted people while supporting the Statewide Smart Justice Advisory Board.
- Generate public awareness and support by engaging with new, grassroots groups.
- Contribute to and disseminate social media content for volunteers.
- Speak to community groups about ACLU campaigns and mission.
- Recruit volunteers to write blogs, op-eds, and letters to the editor.

Other

- Participate in planning and implementing other civic engagement projects as needed.

MINIMUM QUALIFICATIONS

- Desire to be engaged in political or community organizing or in criminal justice reform through both traditional and online outreach to expand and activate the ACLU's base.
- Demonstrated commitment to advancing the ACLU's values, mission, and goals, including a demonstrated deep commitment to racial and reproductive justice.
- Ability to maintain near constant communication with diverse volunteer base, leaders, and team during peak organizing seasons through writing and private and public speaking.
- Proven ability to work independently as needed, while also collaborating closely with Organizing Director in the first six months.
- Ability to create workplans for multiple projects that encompass key tasks of community organizing, manage multiple projects with competing deadlines, while maintaining a strong attention to detail.
- Demonstrated ability to both identify and reconcile hinderances to success across local and statewide groups.
- Demonstrated experience in both identifying and reconciling programmatic success and potential shortcomings in group dynamics.
- Identifiable ability to problem-solve, successfully navigate difficult group dynamics, and effectively resolve conflicts.

ADDITIONAL QUALIFICATIONS

Previous organizing experience is not mandatory for this position; the successful candidate will however possess these characteristics:

- Outgoing and personable, able to form genuine connections with people from various backgrounds and walks of life.
- Ability to make people feel comfortable and empowered.
- Ability to listen intently in order to strategize, problem-solve, and develop others into leaders.
- Deeply committed to the belief that power lies within everyday people and when they are given the chance, people will do what's right.
- Ability to move people to action through identifying what makes them excited, what they are desiring to see changed in their lives and communities, and what they are willing to do about it.

- Ability to make clear asks of community members to get engaged in local issue work and advocacy, as well as get engaged in statewide advocacy work.

OTHER

- The ACLU of Ohio does not have an office in Southeast Ohio. The individual selected for this position is expected to work out of Southeast Ohio, initially in a work-from-anywhere setting, but potentially using a co-working space eventually.
- The ACLU of Ohio has adopted a hybrid in-office/remote work model where team members have the option to alternate between working in-office or remotely. Reliable access to high-speed internet and a mobile phone are requirements for employment. Employment-related internet and mobile phone usage expenses are reimbursed monthly.
- Considerable travel, in southeast Ohio and across the state, is required. Post-pandemic, this position will require travel to ACLU of Ohio offices in Columbus and Cleveland approximately six (6) to twelve (12) times per year. Travel expenses are reimbursed.
- Work schedule flexibility is required. A typical 40-hour work week may include attending numerous evening and weekend meetings and events.
- A college degree is not required; an eagerness to learn is.
- History of incarceration is not a bar to consideration for the position.
- The ACLU of Ohio is committed to ensuring the health and safety of our team members. All employees must be fully vaccinated and boosted for COVID-19. Verification of COVID-19 vaccination, or progress toward vaccination, is required prior to the start of employment.