



JOB ANNOUNCEMENT: LEAD ORGANIZER

APPLICATION DUE: August 8, 2017 at 5 PM PST

Send resume and cover letter to info@pugetsoundsage.org; Subject: Lead Organizer

Puget Sound Sage is a dynamic regional organization dedicated to building power and reshaping the economy and urban environment for workers and communities. Our growing organization is committed to racial justice and connecting community and worker organizing to achieve quality jobs, affordable housing, shared prosperity, and climate justice. Our campaigns and theory of change are rooted in racial justice, which for us means a deep commitment to base-building in and with our coalitions and our core partner organizations to win innovative policy and build power in the region.

This position is ideal for a dynamic, mission driven, racial justice organizer with strong personal management and attention to details. Puget Sound Sage is committed to the personal and professional development of our staff, and can increase staff responsibilities based on interest and professional growth.

Position Title: Lead Organizer
Position Type: exempt, regular, full-time
Salary Range: \$50,000-60,000 annually

Reports to: Deputy Director
Due: Aug. 8 at 5 PM PST

POSITION SUMMARY

The Puget Sound Sage Lead Organizer will ensure the overall success of Sage's [Equitable Development program](#) and campaigns. The Lead Organizer is principally responsible for representing Sage externally through [coalition building](#), advocacy, policy negotiations, and public events but will also lead campaign strategy, coordinating across programs, and staff development. Depending on the experience of the candidate, this position will either be considered a co-lead or primary lead. The Lead Organizer is a senior staff position and reports to the Deputy Director. The Lead Organizer plays an overall leadership role in the Equitable Development program and supports the work and success of the organization as a whole.

RESPONSIBILITIES

Organizing (approx. 60%)

For the Equitable Development program, organizing includes one-on-one relationships, building coalitions, advocating for our campaign goals with public decision-makers, and negotiation for Sage interests in a wide variety of spaces. Responsibilities include:

- Organize and build coalitions with our key community partners and peer organizations, including unions and environmental organizations.
- Represent Sage at taskforces, committees, boards, coalitions, and other “tables” that Sage participates in to advance our goals, any of which could include close allies, public officials, and opponents to Sage’s goals.
- Negotiate and advocate directly with elected officials, government agencies, and other organizations/ entities based on our racial justice values and theory of change.
- Ensure strong relationships with allied labor unions, community organizations, and public officials, by managing key relationships.
- Develop new champions for our Equitable Development agenda among public decision makers.
- Serve as a spokesperson and ambassador for Sage’s Equitable Development program in our communities, at conferences and events, and to influential audiences.
- Promote Sage’s Equitable Development campaigns and research through coordinated communications efforts.

Campaign Strategy and Program Coordination (approx. 20%)

The Lead Organizer is responsible for developing, managing and implementing Sage’s Equitable Development program. If hired as a co-lead, the Lead Organizer and Policy Analyst will collaborate closely to make decisions and share responsibilities for success of the program. Specific roles vary depending on the needs of each campaign, including:

- Communicate and collaborate with the Equitable Development team.
- Develop, manage, and help implement core Equitable Development campaigns.
- Lead the development of new campaigns.
- Be accountable for successful coordination and implementation of program goals and campaign strategy.
- Lead or co-lead the Equitable Development team, typically consisting of 3-4 Sage staff, in making decisions about campaign priorities, strategies and tactics.
- Ensure a balance of campaign workload to existing capacity and resources.
- Participate in fundraising by drafting proposals and writing reports for program grants, participating in major donor fundraising, and negotiating contracts with partners.
- Provide support and guidance to program team members in developing effective campaign strategies and work plans.
- May supervise Equitable Development program staff.

Organizational Development and Culture, and Personal Administration (approx. 10%)

- Participate in weekly staff meetings, racial justice transformation restructuring committee, internal trainings, mandatory all staff meetings, and strategic and annual planning, implementation and evaluation.
- Provide peer/lead support for workload management and development
- Participate in hiring and annual evaluations as needed
- Support “all hands on deck” requests from Sage campaign teams, including mobilization support, phone-banking and other activities.
- Maintain personal organization systems.
- Complete reimbursements, timesheets and lobbying reports.

QUALIFICATIONS

The ideal candidate will be mission-driven, persistent, flexible, diligent with follow-through and have the ability to keep up with a fast-paced work environment. Specific professional requirements include the following:

- Demonstrated experience and passion in community and/or coalition organizing.
- Strong facilitation skills to move towards consensus and value a diversity of opinions.
- Strong interpersonal skills with a preference for candidates with community, coalition or union organizing experience.
- Strong follow up and personal management skills.
- Strong verbal and written communication skills.
- Experience developing and implementing campaigns to win strategic goals, as paid staff, volunteer, or personal activism.
- Develop and execute negotiation strategies based on a transformative racial justice analysis with outcomes that are accountable to our community partners.
- Demonstrated commitment to personal racial justice and anti-oppression work.
- Ability to work in a highly collaborative environment.

DESIRED SKILLS

- Knowledge of local and regional policy related to transportation, housing and environment.
- Experience leading a team.

This position is open immediately and is based in Seattle, WA.

Sage's salary and benefit package are competitive. Full family health benefits; 401k contribution; generous vacation and personal time, friendly and fast-paced work environment. To apply, email cover letter, resume, and references to info@pugetsoundsage.org, subject line: Lead Organizer. No phone calls please. Only applicants who are offered interviews will receive a response.

Puget Sound Sage is committed to hiring and advancing personnel with an explicit regard to advance women, people of color, LGBTQ people, and other people from traditionally underrepresented communities. Further, we are committed to working with allied organizations which do the same.