

Job Title: Civic Engagement Organizer

Status: Full-time, Exempt

Schedule: 40 hours weekly; including evening work at least once a week and some weekend work; occasional travel required.

Salary: \$33,000-\$43,000, depending on qualifications and experience

Benefits: Employer-sponsored health insurance plan, long-term disability insurance, 401(K) pension plan, and Paid Time Off

Location: Raleigh, North Carolina

Language skills: Fluency in English and Spanish required

The Organization:

El Pueblo's mission is for Latinxs to achieve positive social change through building consciousness, capacity, and community action. El Pueblo's core strategies include integrated voter engagement, lobbying for state level policy change, leadership development of grassroots community members, and cultural expression for social change. The organization and its core group of activists and leaders are based in Wake County, although our voter engagement and policy efforts work in coalition with other organizations and communities throughout the state.

Job Purpose:

The primary purpose of this job is to support staff members and grassroots leaders to develop, implement, and evaluate strategies for building power; running effective, data-driven campaigns; and winning policy changes on the state level that promote immigrant rights and reproductive justice.

Primary Responsibilities:

Data Management (50%)

- Execute canvass data operations which includes cutting turf, printing walk sheets, setting up phone banks/auto-dialers and tracking numbers.
- Conduct voter targeting and analysis (with emphasis on the application of micro-targeting, demographic and geographic factors).
- Interpret and analyze data to help inform campaign strategy, including producing detailed graphs, charts and maps.
- Train necessary data, canvass, and program staff on how to use the database.
- Set up quality control system/process and train others to implement it regularly.
- Keep database, and related tracking sheets, clean and organized.

Coalition Building & Collaborations (25%)

- Represent El Pueblo in coalitions that represent a variety of sectors and groups to support campaigns for community-identified priorities, including those related to reproductive rights.
- Ensure and facilitate the participation of grassroots community members in coalitions working for social change at different levels, including preparing them before coalition meetings, supporting them to share information with other community members, and helping them to make decisions that reflect the interests of their peers.

Collaborative Responsibilities (25%):

Campaign Development

- Develop plans, strategies, and tactics with community members for state-level policy campaigns.



- Support community members to understand power dynamics and strategies to build power.
- Facilitate planning and decision-making with community members to make progress on key issues.

Recruitment and Retention

- Develop, implement, and evaluate base-building strategies to recruit community members into El Pueblo, support their involvement in the organization, and keep them involved.
- Support other staff and grassroots community members in their base-building efforts.
- Collaborate with other staff and community members in grassroots fundraising efforts.

Qualifications:

- 2 years' experience implementing and coordinating community organizing efforts, preferably within the Latinx community.
- Experience and training as an organizer in neighborhoods, unions, or other grassroots social justice arenas.
- Experience with data management programs such as SPSS, Stata, Excel, the Voter Activation Network (VAN), and/or PowerBase (CiviCRM).
- Knowledge of the organizing landscape in Wake County and/or North Carolina, especially working with the Latinx community.
- Ability to work both independently and collaboratively with teammates across areas of work.
- Ability to analyze data, make sound, logical conclusions, and exercise independent judgment.
- Demonstrated commitment to reproductive justice and cross-sector organizing.
- Excellent oral communication skills, with an ability to interact with diverse groups of stakeholders, including community members, government staff and coalition partners.
- Knowledge of the cultures, principles, and practices of nonprofit organizations.
- Flexibility with respect to schedule, and working hours, including ability to work evenings or on weekends to accommodate community members' schedules.
- Fluency in Spanish and English

Successful candidates should have the following attributes:

- Strong belief in El Pueblo's mission and vision.
- Team builder and team player.
- Respectful of all people, cultures, and backgrounds.
- Energetic, creative, flexible, and open-minded.
- Sense of humor.
- Committed to openness, transparency, and fairness.
- Willingness to learn, implement, and evaluate different strategies for achieving policy change.
- Flexibility to accommodate changing priorities and shifting plans.

Application Process:

To apply, please write a simple email in English OR in Spanish to admin@elpueblo.org. Include bullet points related to your approach to data-driven organizing campaigns and attach your resume. Please write in the subject line: Organizer. Applications will be received until the position is filled.

Members of communities of color, the LGBTQ+ community, immigrant communities, and other historically disenfranchised communities are encouraged to apply.