



Job Announcement: Organizer

Position Title:	Campaign Organizer
Location:	Boston/Jamaica Plains
Reports to:	Magalis Troncoso
Status:	Temporary, part-time, non-exempt through December; may be extended depending on funding and need
Deadline:	Applications reviewed on a rolling basis

Organization: The Dominican Development Center (DDC) works to improve the quality of life of immigrant communities residing in the Boston area. They provide immigration services and referrals, citizenship clinics, and advocate for immigrant workers rights. They achieve their mission by allowing members to participate in the decision-making process and by allowing them to have direct participation in designing and organizing all grassroots programs.

Position Summary: The field organizer plans and organizes grassroots and legislative advocacy campaigns, recruits and trains volunteers, and builds with community members, locally and nationally, to improve working conditions for domestic workers.

Essential Job Duties/Functions:

- Conduct campaign work in support of domestic workers, including planning and organizing outreach activities such as campaigns, public events, and community meetings
- Recruit, train, and manage volunteers
- Develop outreach materials and communications for community members, media, and legislative representatives
- Manage data from organizing activities
- Develop and maintain positive and productive working relationships with colleagues, community members, and national partner organizations
- Help facilitate and conduct community education trainings on topics related to domestic workers
- Attend community meetings
- Support legislative work
- Support social media
- Support affiliated national labor campaigns

Additional Responsibilities:

- Monitor news and legislative developments
- Participate in individual, team, and organizational development activities



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Required Qualifications:

Cultural

- Deep knowledge of the immigrant's communities in the Boston, MA area
- Must be able to work with people from diverse cultural and class backgrounds
- Ability to foster positive and productive working relationships with diverse groups and personalities
- Demonstrated commitment to social and racial justice, immigrant's rights, and worker's rights
- Must be able to work in grassroots environment

Organizing

- Ability to develop, manage, and execute plans
- Demonstrated experience organizing community around issues and policies, with minimum 3-4 years of organizing experience
- Demonstrated strengths in staying organized, tracking details, and meeting deadlines
- Must be able to work some evenings and weekends

Communications

- Ability to communicate effectively in speech and writing
- Ability to learn quickly, work with ambiguity, and maintain positivity

Physical

- Ability to use computer, internet, social media, video/phone conferencing, and other technologies to facilitate work activities
- Access to reliable car or transportation to move around the Boston-area, potentially to places that are difficult to access via public transportation
- Ability to sit, stand, and walk for prolonged periods of time
- Ability to lift up to 40 pounds
- Must be able to travel occasionally outside of Boston area (e.g., attend national trainings and conferences)

Preferred Qualifications:

- Affiliation with DDC domestic workers
- Bilingual (English and Spanish or other non-English language)

Salary and Benefits



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Salary is \$20/hr.

Benefits include:

- Sick leave: 36 hours/year accrued (paid; ~1+ hr. accrued for every 30 hours worked)
- Vacation leave: 40 hours/year accrued (paid)
- Monthly stipend for transportation (\$90 T-Pass)
- Reimbursements for approved job-related expenses)

Application Process:

Apply by emailing your cover letter and resume to Magalis Troncoso at DDC.Jobs.NP@gmail.com.

We cannot respond to telephone inquiries.

Applications will be reviewed on a rolling basis until the position is filled; however, applications received before October 31, 2020 will receive priority review.

DDC is proud to be an affirmative action employer. DDC welcomes and encourages people from underrepresented and underserved communities, including people of color, people living with HIV/AIDS, women, people with disabilities, and people who are lesbian, gay, bisexual, transgender, or intersex are particularly urged to apply. DDC will provide, excepting any undue hardship, reasonable accommodations upon request for candidates taking part in all aspects of the selection process.