

Job Posting: Organizing Director

PHENOM is a 501(c)3 grassroots organization of public college and university students, staff, faculty, alumni, families, and community members fighting to Fund Our Future, build a Debt Free Future, and ensure that the Massachusetts public higher education system is free and open to all. Through grassroots organizing, intensive coalition building, and targeted legislative action, PHENOM has begun to change the public discourse and win concrete victories. PHENOM connects its work on day-to-day issues related to costs, staffing, and funding to larger social issues (taxation, privatization, wealth inequality).

The Organizing Director will strategically plan and facilitate grassroots organizing in Massachusetts that furthers PHENOM's mission and goals. In consultation with PHENOM's Board and Executive Director, the Organizing Director adapts PHENOM's campaign goals into actionable field plans for PHENOM's organizers and campus chapters. The Organizing Director manages a team of part-time campus organizers and volunteer activists across the state and maintains relationships with PHENOM's organizational partners statewide.

The Organizing Director will also play an integral role in PHENOM's internal operations as we seek to best adapt our organizing to new realities related to the COVID-19 pandemic. This effort will include an emphasis on fundraising, remote organizing, and regional movement building.

Responsibilities

The Organizing Director may play additional roles, but the three main components of the position are:

a) Management & Leadership Development:

- Hire and train new student and faculty/staff part-time organizers
- Communicate weekly with PHENOM organizers, digitally and in-person
- Track and report working hours of all PHENOM student, faculty, and staff organizers
- Conduct regular training, including annual PHENOM Organizing Retreat
- Provide weekly goals for PHENOM chapters in consultation with chapter leaders

b) Organizing & Community Engagement

- Guide the weekly, monthly, and yearly work of PHENOM organizing team by writing and executing field plans that align with PHENOM's current initiatives
- Provide support to PHENOM chapters as they plan community events
- Assist in planning PHENOM's annual Public Higher Education Advocacy Day
- Bring together higher education stakeholders to form new chapters and/or cultivate new members
- Participate in in-classroom service-learning partnerships and coalition meetings
- Build relationships with new and relevant community organizations, labor unions, and coalitions in MA

c) Internal Operations:

- Sit on PHENOM's four main committees
- Lead PHENOM Organizing Committee in monthly meetings
- Participate in fundraising initiatives including grant-writing and individual donations

- Plan and facilitate PHENOM General Assembly Meetings, Board Meetings, and Annual Meetings

Other responsibilities may include fundraising, internal/external communications, and other unspecified duties as PHENOM grows and adapts to changing landscapes in education justice. The Organizing Director will report directly to the Executive Director. This is a full-time, partially benefited position.

Qualifications

The Organizing Director must be thoroughly committed to PHENOM's mission. All candidates should have proven leadership and organizing experience; strong written and verbal communication and interpersonal skills; and passion, integrity, and self-directedness.

The **preferred** candidate will have the following qualifications:

- Bachelor's or advanced degree or equivalent work experience in the field of public higher education and/or public advocacy campaigns
- 3+ years experience in community and/or campus-based organizing
- 1+ years of experience remotely managing a team of employees
- 1+ years of successful non-profit fundraising
- Demonstrated understanding of MA state government and legislative process, specifically as it relates to higher education
- Demonstrated understanding of the impacts of underfunded higher education
- Experience working with college students
- Ability to travel frequently around Massachusetts
- Experience with Action Network
- Fluency in a second language commonly spoken in Massachusetts (i.e. Spanish, Portuguese, French, or Chinese) is a plus.

Salary and Benefits

Total compensation will start at \$40,000 to \$44,000, commensurate with experience. Total compensation will be divided between salary and benefits as best suits the successful candidate.

Applications must be submitted by December 7, 2020 for priority consideration.

To apply, please send a cover letter, resume and names/contact information of 3 references to jobs@phenomonline.org. We will only accept applications electronically. Please contact PHENOM at 978-227-8473 with any questions.

PHENOM is an equal opportunity employer. All persons regardless of age, race, ethnicity, gender, sex, religious affiliation, or sexual orientation are encouraged to apply. Women, people of color, people with disabilities, and LGBTQ people are strongly encouraged to apply.