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www.pushbuffalo.org

Request for Applicants

Title: Organizing Director

Reports to: Deputy Director of Movement

Building

Department: Organizing Department

Status: Full-time, Exempt

Salary Range and Benefits

TBD

Who we are:

PUSH Buffalo is a community-based non-profit located on Buffalo's West Side. At PUSH we know that our current energy system is not designed for the sustainable, regenerative future we need in our neighborhoods, cities, regions, states, and country. It does not put people over corporate profit, efficiently or affordably balance peakloads, deploy massive renewable energy assets, rapidly divest from fossil fuel infrastructure, address the disproportionate marginalization of black, brown, and poor neighborhoods, localize energy use/wealth, create dignified jobs, or make energy a basic human right. But that can, and will have to, change in the coming years.

At PUSH, we organize people and money to implement environmental justice at the structural level. At the same time, our New Economy Department works to develop and implement community-based solutions on the ground, practicing change and investing in our ability to scale resiliency.

About the position:

The Director of Organizing will supervise and manage those within the Organizing Department, which includes Housing, Climate Justice and Field Organizing, Data and Logistics Coordinator, Tenant Advocacy, Grant Street Neighborhood Center staff and Street Team and Youth Action team staff in order to build power for a Just Transition. The Director of Organizing will develop, utilize, and evaluate a variety of education and base building tools to build critical consciousness and core competencies of PUSH staff, members and stakeholders that enable them to meaningfully engage in PUSH issue campaigns, programs, and projects.

Specific job Responsibilities:

- **Strategic and Visionary Thinking:** The Director of Organizing will be responsible for shaping and holding accountable the Organizing, Street Team and GSNC staff and leaders to a set of principles, values and theory of change that brings our work in alignment of a Just Transition. The Director will play a major role in holding staff and leaders to a set of agreed upon practices of power building, healing justice, strategic practice and social justice visionary action. They will be the check point in evaluating campaigns, practices, programs and actions to ensure they are soulful and strategic and in line with the organization's theory of change towards a new economy rooted in deep democracy, sacredness, cooperation and right relationship with the Earth and all those who are stewards of her resources.
- **Running Campaigns:** The Director of Organizing is responsible for articulating and putting into practice the political analysis of PUSH Buffalo in the form of campaigns, coalition partnerships and base building efforts. They will support PUSH Organizing Staff and campaign team leaders in facilitating campaign planning process through trainings, meetings and actions, lead campaign efforts including developing collective goals, leading strategic planning, and connecting Organizing work with research and public policy. The Director will supervise, evaluate and adapt strategic and long-term campaigns to stop the bad and build the new in order to make a Just Transition possible for all in collaboration with campaign organizers and other PUSH staff. The Director of Organizing must be consulted and approve any (additional) campaigns, coalitions or projects that the Organizing Department, et. All will be responsible for.
- **Leadership Development:** Supervise and be in the practice of holistic leadership development processes with staff, leaders and community partners (as needed) to build power for collective action. The Director will develop, integrate and track leadership development structures that ensure the growth of individual leaders, staff and community as a whole for the purpose of building power for a Just Transition and support Organizing staff in facilitating and tracking leadership development practices with their leaders.
- **Training:** The Director will streamline a training program within PUSH Buffalo that builds the skills, political analysis and vision/imagination of Organizing Department staff and grassroots leaders. Training will be woven into the fabric of our Leadership Development program(s) and created with the intention of base building to run and win long-term campaigns for a Just Transition. The Director will ensure that all trainings have specific purposes, goals and targets and work in coordination with the entire Organizing Department work plans and campaign teams.
- **Supervision and Management of Organizing Department:** Provide direct leadership and supervision of Organizing Department team members, Street Team and Youth Action Team and Grant Street Neighborhood Center staff.
 - They will provide direct support and supervision of administrative duties (such as budget and grant tracking, reporting and approvals, payroll, internal reporting, etc.) in order to track the overall functions and needs of the organizing Department.
 - Direct supervision of Organizing Department employees includes tracking and expanding their workflow, professional development and overall effectiveness of base building work.
 - Supervision and leadership of the department includes the creation and implementation of department practices and procedures, and spearheading the overall arch of the Department's campaigns, issues and buckets of work in partnership with the Community Data and Logistics Coordinator and Executive Team.

- **Communications:** Work with, train and inspire leaders in media and communications work to develop strategic and powerful messaging to expand the possibilities for campaign wins, implementation and base building. The Director will work with Organizing Department staff and leaders in crafting strategic campaign strategies and will work directly with PUSH Communications Department in any and all communications actions involving Organizing staff.
- **Coalition Relationships:** The Director of Organizing will build and maintain relationships with outside coalitions, organizations and other groups that fall in line with the mission, vision and values of PUSH Buffalo. The Director will be responsible for both integrating PUSH's theory of change and values into coalition spaces of which we belong and communicating the commitments made of the Department in these spaces. Any and all coalition memberships must be approved by the Director of Organizing if there are commitments to the time, resources and work of the Organizing Department.
- **Fostering and Practicing Racial and Gender Justice:** The Director of Organizing will be responsible to authentically and accountably be in the practice of integrating racial and gender justice into the day-to-day practices and overall purpose of our campaigns, committees, coalitions and other spaces. The Director will work to deepen and integrate our analysis of collective liberation so that we can, in praxis, move towards a Just Transition. This will look like, but is not limited to, being clear on the shared work of emotional and reproductive labor, uprooting perfectionism and "professionalism" in order to build up and resource the voices of those with lived experiences of oppression, trauma and dispossession in order to build an authentic grassroots movement for our collective liberation. This also includes integrating healing justice practices and the principals of trauma informed care to create, sustain and build on a new economy of care and regeneration.
- **Senior Management and Cross Department Work:** The Director of Organizing will serve on the Senior Management Team of PUSH Buffalo and will be responsible to that team in shaping the management and functions of the Organizing Dept and PUSH as a whole. The Director will work with others within PUSH Staff, especially other Senior Managers, in planning and carrying out cross-departmental projects and activities. Specifically, the Director of Organizing will work closely with the staff of the BNSC to coordinate community outreach and community development projects related to PUSH's affordable housing. Additionally, the Director of Organizing will work closely with the Policy and Strategy department on policies related to community organizing and the passage and implementation of such policies.
- **Grant Writing and Reporting:** The Director of Organizing will be responsible to responsible for the work in collaboration with the Development staff in solicitation, writing and tracking of grants that benefit the Organizing, GSNC and Street Teams. They will work with the Development, Finance and other departments in coordinating any and all work necessary for grant writing, reporting and tracking. The Director of Organizing will work with Organizing et. All staff in any necessary reporting of work as needed and directed by the Executive Team.
- **Grant Street Neighborhood Center:** The Director will work closely with the GSNC Manager in shaping, tracking and holding accountable the mission, vision and values of the Grant Street Neighborhood Center. The Director will be responsible for supervising the overarching direction and functions of the GSNC, its staff and programs.

Qualifications for Entry into this Position:

The ideal candidate will have:

- Experience Leading multiple components of a campaign from beginning to end
 - Bilingual or Multilingual speakers with good written and oral communication skills highly desirable
 - Able To manage multiple campaigns on different timelines and with different objectives
 - Experience Supervising other staff and leaders, in projects and campaigns
 - Experience working on economic justice, environmental justice, energy democracy and social justice issues.
 - Knowledge Of national, state-wide, local and coalition-based context of issues, campaigns, and work of grassroots movements.
 - Experience in popular education and/or participatory training methodologies is highly desirable
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- Minimum 5+years of experience in labor, community, political or faith-based organizing.
 - Experience Working with communities of color, immigrant communities, and/or people whose first Or only language is other than English Is highly desirable

Physical Requirements

The physical demands are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Local, state and national travel is required.
- Light physical effort in an office environment
- Frequent computer use
- Primarily sedentary work with occasional bending and reaching
- Maintain a high energy level; comfortable performing multi-faceted projects in conjunction with day-to-day activities
- Regularly required to speak clearly and hear the spoken word as well
- Regularly required to read and write clearly

Join our team and build your career with us! We offer:

- Supportive, stimulating and collaborative environment with passionate colleagues dedicated to building community, equity and justice
- Opportunities for professional growth and development
- PUSH pays for employee benefits package including health, dental, vision
- Generous paid time off package
- Flex Time
- Employee Assistance Plan

How to apply

Proposals will be accepted until the position is filled and will be considered on a rolling basis. Proposals should include a letter of application (i.e. a short letter introducing yourself and your interest in the position), resume, and contact information for two professional references. Proposals will only be accepted by email, and should be sent to:

Harper Bishop
Director of Movement Building
harper@pushbuffalo.org

PUSH is an equal opportunity employer.

PUSH recruits, employs, trains, compensates and promotes regardless of race, religion, color, national origin, sex, disability, age, veteran status, and other protected status as required by applicable law.

At PUSH, we have a clear vision: to be the place where a diverse mix of talented people want to come, to stay and do their best work. Our organization runs on the hard work and dedication of our passionate and creative employees.