



## **Organizing Fellow Job Description**

**Title:** Organizing Fellow

**Posting:** May 2020

**Closing Date:** 10 Positions Open until filled

**Type:** Full time, temporary position until November 2020

**Location:** Jefferson County, Weld County, Adams County, and Arapahoe County

**Supervised by:** Field Organizer

### **About the Organization**

Colorado People's Action (CPA) is a member-driven, racial justice organization dedicated to building governing power in Colorado. CPA builds power by mobilizing voters, electing our own people to office, holding elected officials and corporations accountable, and working to put people before profit.

Colorado People's Action was founded in the fall of 2015 to put control of Colorado politics back in the hands of the people by electing true progressive champions into office. We work to elect progressives into office, to hold all elected officials accountable and to establish co-governing models with them.

### **Position Summary**

The CPA Fellow will be responsible for assisting in the implementation of the field plan, learn and implement volunteer recruitment skills to build and sustain volunteer base, train, debrief and launch canvassers, input data using VAN/PowerBase databases, engage voters on the phone (calls and texts) and at the doors about specific issues and candidates, assist in the development and execution of events, direct actions, and meetings; including coordination of agendas, facilitation, logistics, registration, and turnout, provide general support to partners and facilitators at meetings, assist with media and social media engagement, meet with members (new and old) for 1:1 meetings, supervision of canvassers and other responsibilities as needed.

### **Minimum Qualifications**

- Experience running civic engagement/electoral programs
- Excellent interpersonal skills and ability to build genuine relationships with grassroots community members
- Flexibility to work outside normal business hours that include evenings and weekends
- Demonstrated ability to manage details and track information
- Versatile team player who can work with others and on their own

- Is comfortable in the field working directly with grassroots leaders
- Strong mobile communication skills, computer literacy, social media literacy
- Experience with Voter Activation Network (VAN)
- Bilingual – Spanish/English preferred
- Reliable transportation
- Experience canvassing/phone banking
- Experience leading a team
- A strong commitment to racial justice and progressive political change

### **Compensation**

This position is a full time, temporary position from June 10 to the end of November 2020. CPA will offer a \$20 a month cell phone stipend, position is not eligible for any other benefits. Annual salary starting at \$43,000 per year.

### **How to Apply**

Send resume with the subject line “Organizing Fellow Application” to [rochelle@coloradopeoplesaction.org](mailto:rochelle@coloradopeoplesaction.org). Positions are open until filled.