

OAKLAND RISING FIELD DIRECTOR



Oakland Rising (a fiscally sponsored project of MSC) is a 6-year old collaboration of Oakland-based social justice organizations that have a long-term, shared vision for building progressive political power in Oakland. We are committed to building a powerful forward-thinking electorate rooted in low-income, immigrant and communities of color, exercising and expanding our political influence to advance a set of progressive values and policies, aligning our organizations and coordinating with other progressive forces to realize and sustain a progressive vision for Oakland. Oakland Rising is a collaboration between the Asian Pacific Environmental Network, Bend the Arc, Causa Justa :: Just Cause, East Bay Alliance for a Sustainable Economy, Ella Baker Center for Human Rights, , Mujeres Unidas Y Activas, Parent Voices Oakland, and St Mary's Center.

Position Summary:

Oakland Rising (OR) seeks an enthusiastic, hard-working Field Director to direct our collective civic engagement activities in 2014 and beyond. The ideal candidate will have working knowledge and experience with direct electoral organizing and a proven commitment to social justice and equity for low-income, immigrant communities of color. Candidate must be able to harness and focus the collective energy and expertise of coalition partners and provide programmatic direction to advance our collective electoral field and policy work.

The candidate will be responsible for Oakland Rising's field work, integrating it with our collective progressive policy efforts. This will include scheduling, convening, coordinating and managing a diverse group of organizers from a cross-sector of organizations. As part of the organization's leadership team, the Field Director will oversee programmatic efforts related to coalitional alignment, including the coordination of members' campaigns and ongoing efforts to strengthen the organizations' internal campaign systems and structures. The candidate must have a strong understanding of electoral organizing, political landscapes, and coalition work, and be able to work closely with the Directors of Oakland Rising and other key community representatives to achieve the coalition's short and long-term objectives.

The ideal candidate will have experience working in coalitions with a diverse group of stakeholders including community groups, policy, government labor organizations and elected officials. In addition, the candidate must be a strategic and systematic thinker who can help further Oakland Rising's position as an effective player in Oakland politics. The candidate will represent the coalition with allies and decision makers and must be able to communicate the coalition's vision, goals and strategies. Finally, the candidate must be able to work collaboratively with staff from coalition organizations to strengthen the collective impacts of Oakland Rising and ensure that our seven organizations are greater than the sum of our parts.

Primary Roles & Responsibilities:

1. Direct Field Operations, including:

- Develop long and short term electoral strategy and field goals with active support and input from member organizations.
- Manage, track and analyze voter file data to inform campaign planning and overall political strategy.
- Develop strategic and technical electoral organizing and campaign trainings for staff, alliance members, team leaders, paid canvassers and volunteers.
- Direct & administer field operations to meet agreed upon goals; including endorsement process, phone banks, canvasses, and mobilizations for paid canvassers and volunteers.
- Drive & track volunteer recruitment, training, and supervision to ensure overall goals are met, with active support and input from member organizations.
- Build campaign teams of 10-60 paid canvassers by recruiting from within the local community. Interview prospective canvassers and make hiring decisions. Manage training, supervision and pacing of paid canvassers, and administration of HR protocols.
- Develop and manage campaign budgets.
- Improve the field operations of the alliance throughout the year - jointly plan and evaluate campaign opportunities and goals.
- Produce post-campaign reports tracking work outcomes, alliance developments, and political impact for multiple audiences.
- Convene lead staff of member organizations in the "Field Team" throughout the year to develop on-going electoral strategy and goals.
- Produce and distribute campaign communications materials.
- Participate as the lead staff member in the California Calls Field Operations workgroup, and other workgroups and committees as needed.

2. Organizational Leadership

- Work closely with Directors on strategic planning of civic engagement programs and evaluating/refining programs to meet the goals and objectives of the organization.
- Participate on leadership team to coordinate organization wide work, monitor overall health and functioning of the organization, and facilitate effective organizational responses to opportunities and challenges.
- Consult on strategic questions beyond the scope of campaigns and other field work.
- Co-lead, facilitate and participate in Strategy Committee and Advisory Board meetings, including developing agendas and supporting materials, facilitating, evaluating and reporting out notes and next steps.
- Share responsibility with Directors for staff retreats and partner convenings, including development of the agenda and facilitation, and/or preparing alliance facilitators.
- Share responsibility with Directors to strategize and convene events and mobilizations around active political and policy battles (i.e. ranked choice voting).

3. Fundraising

- Support grant applications and reports by providing timely information and analysis about our programmatic field work.
- Support individual donor cultivation and contributions through supporting events and fundraising drives, including but not limited to house parties, our annual fundraiser, and the Oakland Running Festival.

4. Strategic Partnerships

- Build and sustain intentional relationships and strategic and tactical partnerships with partner organizations, elected officials, city staff, labor, community leaders, and other key stakeholders in Oakland.
- Represent the work of Oakland Rising at partners' events, broader community events, policy meetings, City Council meetings, and other spaces as needed.

Qualifications:

Required

- Strong work ethic and personal commitment to excellence
- Willingness to learn, be flexible and ability to work well with others
- Previous experience leading electoral organizing campaigns is required (at least 2 years leadership experience preferred), and union or community organizing experience is a plus.
- Multitasking and attention to details while managing and meeting timelines
- Commitment to social, racial, economic, environmental, and gender justice

Strongly Desired

- Valid CA driver's license
- Access to a reliable vehicle

Skills:

- Bilingual Spanish and/or Cantonese major plus
- Excellent interpersonal skills, ability to work well under pressure
- Ability to work well and interact respectfully with people from all walks of life
- Proficiency with Microsoft Office Suite and experience using a Voter File Database (VAN and/or PDI).
- Generally mathematically inclined and good with numbers.
- Oakland Rising is an Equal Employment Opportunity employers. People of color, women, LGBTQ, and natives of Oakland strongly encouraged to apply.

Salary Range: Competitive salary based on experience. Full benefits package includes health, dental, paid vacations and sick leave.

Applications: Please submit resume with cover letter via mail or email by January 15th to:

Oakland Rising c/o Esperanza Tervalon-Daumont, Executive Director

Phone: (510) 261.2600 or Jobs@OaklandRising.org

www.oaklandrising.org