

Position Summary: The Organizer will recruit individuals to become active members in MassVOTE's work.

The Organizer will lead trainings for citizens in Roxbury, Dorchester, Mattapan, and other neighborhoods in Greater Boston to participate in elections and give them the tools to involve others and change public policy for the better. The Organizer will help lead MassVOTE's work for better laws to unlock the promise of democracy, including Election Day Registration. The Organizer will meet one on one with potential volunteers, coordinate events, and facilitate meetings to increase the number of people participating in MassVOTE's work, with a focus on communities of color in Greater Boston.

Position reports to the Executive Director.

Qualifications:

- Bachelor's degree.
- Minimum 3 years relevant experience, 5 years preferred.
- Strong written and verbal communication skills. Comfortable with computers.
- Effective public speaking and presentation skills.
- Commitment to social justice and experience with organizing.
- Enjoy meeting new people and networking with other organizations.
- Familiarity with Roxbury, Dorchester, and Mattapan preferred.
- Flexible. Team player. Strong work ethic, sense of humor, and integrity.
- Experience leading trainings or presentation.
- Ability to work with diverse groups.

About The Work:

- Develop relationships with diverse people and communities.
- Help diverse populations of new citizens and people who have never voted before learn how to participate. Engage immigrants as partners even if they cannot vote.
- Facilitate various meetings and think-tank sessions. Manage projects.
- Analyze electoral and political power. Organize for social, economic, environmental, racial, and electoral justice.

Position offers professional development and continuing education support, full individual health care coverage, generous paid vacation, retirement savings program, and dental care. Salary is competitive, commensurate with experience.

About MassVOTE

Founded in 1999, MassVOTE works on a nonpartisan basis to increase voter registration, education, and participation in historically underrepresented communities in Massachusetts to promote social, economic, environmental, and racial justice.

Please send cover letter, résumé, and references by April 30th to:

MassVOTE, 18 Tremont St., Suite 608, Boston, MA 02108, Email: jobs@massvote.org

Organizer

Job Description Details

As an organizer, you will recruit people to become involved in MassVOTE's work at every level. You will go out to meet with new people, and work to increase the involvement of current stakeholders. MassVOTE's staff is a team. Every MassVOTE staff person helps with fundraising, and we help each other with other work wherever needed. Your key responsibilities include:

Trainings (Lead)

Train people to conduct Get Out The Vote activities, teach people how to influence public policy, and explain government and elections to people. Train trainers. Revitalize MassVOTE's site kits and get them into the hands of nonprofit leaders. Determine ways to use trainings to involve people in more of MassVOTE's programs.

State House Policy (Lead)

Learn about elections laws and other issues. Advocate for laws that make our democracy more open and fair for all and promote social, economic, environmental and racial justice. Meet with lawmakers. Organize others to advocate for themselves. Participate in coalitions.

Supervise Interns (Lead)

Recruit and supervise interns. Make sure MassVOTE has one or two interns present Monday-Friday 9am to 4pm. Meet with interns from time to time to make sure they are using their time well, learning, and contributing.

Membership and Outreach (Help)

Meet with people throughout Greater Boston to recruit volunteers and donors. Recruit organizations to host trainings and join our policy coalitions.

Pollworker Recruitment (Help)

Help MassVOTE staff recruit new pollworkers and create enduring relationships with teachers who can supply future pollworkers at RCC, Bunker Hill, UMass Boston, and Suffolk, and the Boston Public Schools.

Initiative for Diversity in Civic Leadership (Help)

Identify potential participants. Go to meetings, classes, and events to connect with students. Recruit students and alumni to participate in MassVOTE's programs.