



Position: **Regional Field Coordinator (West Michigan)**

Overview of Responsibilities:

The Regional Field Coordinator is responsible for implementation of all AFL-CIO activities and programs to advance labor's political goals in the western region of Michigan (primarily Lansing, Kalamazoo, and Grand Rapids, and surrounding areas). These goals and activities include public meetings and hearings, phone banks, offices and canvasses (when applicable), release staff and volunteer management, reporting, and other duties as assigned. The ideal applicant will be a resident of Greater Lansing, but other interested parties are encouraged to apply.

The Regional Field Coordinator will report regularly to the Campaigns Director and/or Field Director of the Michigan AFL-CIO. The Regional Field Coordinator's work plan will be determined by the Michigan AFL-CIO.

Responsibilities/Duties:

The Regional Field Coordinator at the Michigan AFL-CIO will be responsible for:

- Establishing, Maintaining, and Growing a Labor Activist Network.
 - The Regional Field Coordinator manages and regularly updates the database(s) for outreach to unions, community allies, and individual volunteers, and works to expand it. They build relationships with local labor organizations and union leaders, then recruit and coordinate volunteers through those networks for a variety of events.
- Planning, Managing, and Executing Labor and Voter Contact Events.
 - The Michigan AFL-CIO is building a significant voter contact program wherein the Regional Field Coordinator will play a significant role every step of the way. The Regional Field Coordinator will be responsible for recruiting for, training of participants, and overseeing all direct voter contact events within their region.
- Overseeing Electoral Work in Region.

- The Regional Field Coordinator serves as the point person for the Michigan AFL-CIO within their region on all electoral work in addition to acting as a liaison between local labor councils and the AFL-CIO
- Other duties as assigned.

Qualifications:

- Previous campaign experience is required. Previous experience working in, with, or for the labor movement is highly desired.
- A commitment to the labor movement and an understanding of labor's goals. They must be able to advance projects and programs that convey these goals by working with union leaders, members, and community activists in high-pressure situations and under difficult deadlines.
- An understanding to direct all activities while following the campaign priorities and field plan of the Michigan AFL-CIO.
- Excellent verbal communication skills are essential, including the ability to interact successfully with individuals from diverse ethnic, racial, age, gender, educational, occupational, and socio-economic backgrounds.
- The popular / labor education skills necessary to design and lead workshops aimed at leadership and volunteer development.
- Required written communication skills include the ability to produce newsletters, leaflets, basic phone and walk scripts, work plans, and project reports.
- Computer skills are required, including knowledge and extensive use of e-mail, Google Drive, Zoom, Google Meet, MS Word, the Internet, Excel, LAN/VAN, and social media, with a working knowledge of PowerPoint.
- Strong people and organizational skills are required to carry out all priorities of the campaign.
- A valid driver's license, continuous use of a reliable vehicle, automobile liability insurance, and be willing to travel throughout the region on a regular basis.
- Occasional travel to other parts of the state and/or out-of-state may be necessary. Overnight travel will be infrequent but may be required.
- Long work hours, some holiday work, and frequent participation in evening and weekend activities are required, and attendance at early morning calls or events will be expected

Compensation: \$48,00.00

Start Date: ASAP

Applications Due: Applications will be accepted on a rolling basis

How to Apply: Please submit a resumé and brief cover letter to work@miaflcio.org.

Diversity & Equal Opportunity

Our organization is an equal opportunity employer, and we actively seek to build diversity among our officers, staff, and members. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity or expression, pregnancy, age, national origin, disability status, genetic information, protected veteran status, or any other characteristic protected by law. Women, people of color, LGBTQ, Veteran, and disabled candidates are encouraged to apply.

Organization

The Michigan AFL-CIO is a non-profit federation of more than forty labor unions that represents over 1 million working people across Michigan. Our mission is to improve the lives of working families—to bring economic justice to the workplace and social justice to our state and the nation. Employees of the Michigan AFL-CIO may work in collaboration with one, or all, of our affiliated nonprofit organizations in the Federation including:

Michigan AFL-CIO Workforce Development Institute: our affiliated 501(c)(3) nonprofit organization established to combat economic and environmental injustice by connecting the unemployed or underemployed with the training and resources necessary to find gainful employment and transition Michigan to a cleaner, greener economy.

Michigan AFL-CIO Labor Foundation: our affiliated 501(c)(3) charitable nonprofit organization established to combat economic and social injustice by connecting the working people with resources within Michigan's charitable, educational and legal systems.

Michigan AFL-CIO Advocates: our affiliated 501(c)(4) non-profit organization established to unite labor leaders, policy makers, and the general public to educate and advocate around policies, programs and projects that can bring economic justice to the workplace and social justice to communities across Michigan.