

## **Asian Pacific Environmental Network - Job Announcement**

### **APEN looking for a dynamic Campaign and Organizing Director!**

---

**Application deadline: December 1, 2009. Start Date: January 2010**

**APEN is an equal opportunity employer. Women, people of color, queer, and gender non-conforming people strongly encouraged to apply.**

The **Asian Pacific Environmental Network (APEN)** is looking for an experienced, motivated individual to lead a talented team of organizers to build the power of grassroots Asian Pacific Islander communities to advance environmental, social and economic justice.

APEN believes that ALL people have a right to live, work, learn, play and thrive in a clean, healthy environment. In this political moment, with the twin economic and environmental crises, APEN is organizing in low-income API communities and mobilizing API activists statewide to sound the alarm about the climate crisis, what's at stake for API home countries and U.S. communities, and how we use this as an opportunity for massive reinvestment in low-income communities of color. In particular, APEN is working at the nexus of climate policy, community and economic development, and public health to ensure that state and national resources and opportunities are opened up for investment to develop green, healthy and just communities for those most overburdened by environmental damage – low-income communities of color. APEN's key strategies are: base building and mobilization, waging campaigns to advance our environmental justice agenda, forging strategic alliances, policy and communications.

#### **POSITION SUMMARY**

The Campaign & Organizing Director is responsible for providing overall leadership in campaign and political strategy, alliance building, the development of a vibrant grassroots organizing and leadership development program, and staff development of the organizing team. The Campaign & Organizing Director reports to the Program Director and supervises lead organizers and potential project hires. Currently there are two lead organizers: one for our Chinese organizing project in Oakland, CA and one for our Laotian organizing project in Richmond, CA. The Campaign & Organizing Director will work with the Program Director to align our local organizing projects and campaigns to have statewide impact and direction.

The ideal candidate will have proven experience in grassroots organizing, campaign and political strategy, staff management; a passion for environmental justice; and experience aligning statewide and local community organizing strategies for statewide impact. The ideal candidate is someone who is an experienced lead organizer or organizing director who wants to grow and manage multiple organizing projects, is excited to forge statewide impact, and wants to grow into broader organizational leadership.

#### **ROLES AND RESPONSIBILITIES**

##### **1. Grassroots Organizing and Leadership Development**

Lead in the development of joint systems and programs to strongly align our organizing projects. Provide leadership, coordinate and support lead organizers to help develop these systems and programs, and move them forward:

- a vibrant leadership development, political education program for grassroots leaders and members that helps centralize and align our organizing projects,
- Strong organizing goals, strategies, and implementation plans,
- Recruitment program to expand our grassroots membership base,
- Initiate and engage in fundraising activities involving grassroots leaders and members,
- Help create success indicators and systems to track and document progress.

## **2. Campaign, political, and alliance building strategy development and implementation**

- Lead local and regional campaign and political strategy development and alliance building strategies,
- Directly move and maintain key political relationships, and delegate other relationships to lead organizers,
- Maintain a working knowledge on environmental justice policy and political landscape,
- Strategic big-picture program planning to anticipate and respond to challenges and opportunities, and propose program and resource shifts to meet those challenges/opportunities,
- Work with Program Director and State Organizing Director to align local and state campaigns for state impact,
- Systematically develop and support lead organizers to take increasing responsibilities in the strategies above.

## **3. Staff Management and Staff Development**

- Staff management, supervision, and evaluation, monitor personnel policies, create a learning environment that supports staff in doing their best work,
- Works with Program Director to develop organizing staff development training program and individual staff development plans to aggressively ramp up lead organizers strategic, alliance-building, and organizing skills,
- Provides in-the-field staff development support of leads and organizers (e.g. observation & feedback on personal visits, alliance meetings, etc.)
- Help create success indicators and systems to track and document staff development progress.

## **4. Organizational Development**

- Coordinates with APEN's Management Team to move APEN's longer-term strategic plans forward, and to anticipate and respond to internal and external opportunities and challenges,
- Help develop and monitor annual budgets for local organizing projects,
- Provides strong leadership and accountability to engage organizers in grassroots and foundation fundraising strategies.

## **QUALIFICATIONS**

1. Successful track record of at least 6 years in community or labor organizing (particularly in low income and/or immigrant and refugee communities), at least 4 years leading staff and campaigns,
2. Deep commitment to and passion for APEN's mission, environmental, social, and economic justice,
3. Self-confidence and the capacity to create and independently move forward a complex agenda,
4. Ability to identify, set priorities, and move teams in line with our goals and strategic direction,
5. Strong communication skills (both written and verbal) with ability to connect across multiple audiences,
6. Ability to engage teams in collaborative work, while providing strong direction and leadership,
7. Good sense of humor and grace under pressure a must,
8. Environmental justice experience a plus, interest and passion a must,
9. Experience with legislative, electoral, and/or statewide organizing strongly preferred.

**SALARY & BENEFITS:** Salary depends on experience. Benefits package includes health, dental, generous vacations, sick leave, sabbatical policy. APEN is a very family-friendly employer.

**APPLICATIONS:** Please submit resume with cover letter and references, by mail, fax, or email:  
Campaign and Organizing Director Position  
Attn: Timmy Lu, Operations Coordinator  
310 8<sup>th</sup> Street Suite 309, Oakland, CA 94607  
Phone: (510) 834-8920 x301 / Fax: (510) 834-8926  
**Email: [timmy@apen4ej.org](mailto:timmy@apen4ej.org)**