

JOB TITLE: Campaign Coordinator, Voices of Youth in Chicago Education (VOYCE)

DEPARTMENT: Youth Organizing

POSITION TYPE: Full Time/ Exempt

REPORTS TO: Co-Executive Directors

EFFECTIVE DATE: 4/01/2023

COMPENSATION: \$50,000-\$65,000

ORGANIZATION BACKGROUND: Communities United (CU) is a growing intergenerational grassroots organization that works across communities on issues of education justice, increasing access to affordable and quality healthcare and housing, youth investment, and justice reinvestment. CU's organizing approach actively engages and develops community and institutional members to advance social, racial, and economic justice. Recently named one of five global awardees of the W.K. Kellogg Foundation Racial Equity 2030 Challenge.

Convened by Communities United, Voices of Youth in Chicago Education (VOYCE) is a youth- led organizing collaborative for education justice. VOYCE builds the power of youth of color who are most directly impacted by educational inequities, organizing for structural policy changes that expand racial justice and equal opportunity throughout public education. Since its formation in 2007, VOYCE has launched and won successful grassroots campaigns to re-write the Chicago Public Schools discipline code, roll back the use of high-stakes standardized testing in low-income classrooms of color, and limit the role of police in schools.

PURPOSE OF POSITION: Communities United seeks a highly motivated, strategic and passionate leader to helm the Voices of Youth in Chicago Education youth organizing alliance as the Campaign Director. The VOYCE Campaign Director works closely with youth, staff and leadership from allied organizations to direct and execute grassroots, organizing campaigns at the city and state level that expand racial justice through essential reforms to public education.

This is a dynamic leadership position that requires creativity, passion, and vision. The position reports to the Co-Executive Directors of Communities United, the convener of the VOYCE organizing alliance. This is an organizing position and willingness to work evenings and some weekends is required.

RESPONSIBILITIES

- Lead state- and city-level campaigns to expand holistic approaches to school safety- responsibilities include:
- Developing and executing long-short-term strategic work plan for VOYCE campaigns
- Working directly with students, parents, organizations, legislators, city and state officials, advocates, unions, and other key stakeholders to build a broad base of coalition support for campaign demands across Chicago and Illinois
- Directing policy research and analysis as needed to support and develop policy recommendations
- Holding meetings and public actions when needed to build public support for recommendations.
- Lead all communications and press strategy for campaigns, including short- and long- term outreach to local and national press outlets; the development and execution of new media strategy for the collaborative; drafting, revising and circulating all public communications such as press advisories and releases; placing prominent editorials, op- eds and blog posts; and elevating VOYCE campaigns through other platforms (aligned blogs, funder briefings, etc.) as needed.

- Additional program management responsibilities include citywide youth leadership development programming and evaluation and coordinating strategic partnerships on an as-needed basis.

REQUIRED SKILLS AND BACKGROUND

- Minimum of 5 years organizing experience with track record of grassroots victories and coalition-building for structural change
- Strong political analysis of public education, racial and LGBTQ justice, youth rights and organized labor.
- Strong organizational skills, including attention to detail and the ability to meet deadlines
- Exceptional writing and oral communication skills
- Excellent time-management
- The ability to proactively identify challenges and work to find solutions
- The ability to work independently while collaborating with others on common goals
- Strong computer skills, specifically Microsoft Office suite

KNOWLEDGE AND SKILLS

- Bachelor's or Master's degree in a related field.
- Fluency in Spanish is a plus.
- Strong research and data analysis skills.

WORKING ENVIRONMENT

- This position involves significant travel around the city and state and a car is required.
- Work is performed primarily indoors with some outdoor events such as press conferences.
- Flexible working hours, including late evenings, some weekends, and holidays.
- Willingness and ability to work in a dynamic environment, in a team setting.
- Ability to communicate effectively with diverse groups of people, present information and respond to questions from groups of managers, staff, and the general public.
- Communities United strives to maintain an inclusive working environment in and outside our facilities that supports diverse identities based on race, gender, disability, religion, national origin, marital status, and sexual orientation.

BENEFITS

- Generous benefits including pension
- Premium health PPO, Dental, Vision (No employee contribution required for individual coverage)
- Life insurance
- Basic web design and social media skill set.
- Experience working with press and communications, including successful pitching to local and national news outlets.
- Staff development and wellness funds available based on resource availability
- Generous vacation and paid time off (above industry standards)

HOW TO APPLY: Communities United is committed to providing equal employment consideration without discrimination on the basis of race, gender, disability, religion, national origin, marital status, sexual orientation, or any other protected status. To apply, please email resume and cover letter to info@communitiesunited.org. Resumes and cover letters will be accepted through March 31, 2023. The salary range for this role is \$50,000-\$65,000 based on experience. This position is a management position. People of color are strongly encouraged to apply if you meet the above requirements.

The above is intended to describe the general content of and requirements for the performance of this job. It is not to be construed as an exhaustive statement of duties, responsibilities or physical requirements.