

**TITLE:** Grassroots Organizer

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**GENERAL DESCRIPTION:** Advances the legislative, public policy and political goals and objectives of the organization. Position will be focused in the southeastern area of the state.

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**SUPERVISION:** Reports to the Legislative Director

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**RESPONSIBILITIES:**

- ✓ **As the Grassroots and Community Organizer:**
    - Works with outside organizations to maintain, expand and energize our grassroots organizing efforts, specifically around the organization's public policy agenda
    - Supports the grassroots and community outreach activities of the local bargaining units, especially bargaining units in contract negotiations
    - Manages, grows and activates community support for key legislation, specifically among seniors, other union members, consumers and patient advocacy groups
    - Organizes the grassroots political activities of the organization in the southeast region, including political campaigns, issue campaigns and membership education and mobilization
    - Assist with grassroots lobbying activities, postcard and petition drives, and letter writing campaigns
    - Writes updates for the newsletter and website as needed
    - Keeps informed of legislative and political trends, issues and current events, especially those affecting the health care industry
    - Identifies outreach opportunities and arranges logistics
    - Attends events and meetings as needed
    - Ensures necessary staff and materials are at events
  - ✓ **Provides staff services to the regional office:**
    - Attends Regional Council meetings and works in collaboration with the Council to target and advance goals and objectives of the organization
    - Assists in organizing new bargaining units
    - Works with local unit leadership to improve and maintain local unit organization, membership recruitment and communication
    - Evaluates local units' needs for educational programs and facilitate as appropriate
    - Assists members in using the resources of the organization
    - Interprets the goals and programs of the organization to local members
    - Reports on local unit activities and needs to supervisor, colleagues and management as appropriate
    - Keeps informed of economic trends, Labor Board decisions, and general trends in labor relations, especially those affecting the health care industry.
  - ✓ Participates in organizational staff meetings, serves on staff committees as requested and submits activity reports in a timely manner
  - ✓ Participates and assists the Board of Directors as assigned
  - ✓ Assists and participates in organizational conventions
  - ✓ Performs other duties as request
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**QUALIFICATIONS:**

- ✓ Experience in grassroots organizing/community outreach
- ✓ Proven track record in outreach to organizations and various constituencies
- ✓ Proven ability to educate and stimulate individuals in the area of political and legislative action
- ✓ Strong verbal and written communication skills
- ✓ Effective public speaker
- ✓ Bachelor's degree with emphasis on Government, Politics, and/or Public Policy, or health care policy experience preferred
- ✓ Strong computer background, especially in using databases