



Position Overview

This is an entry -level **Organizer** position based in Madison, WI. The primary focus of the position is to initiate and conduct new organizing campaigns; to develop workplace leaders within the local union; and to increase union visibility and assist with direct action campaigns in key workplaces as directed by local union staff.

Primary Responsibilities

- Help to identify and develop appropriate new organizing targets and campaign plans, with goals, strategies, and resources needed to execute the plans.
- Conduct and coordinate home visits, phone calls, site visits and other 1:1 outreach to build membership, support leaders and further the goals of a campaign.
- Identify and develop new workplace leaders
- Conduct new member orientations
- Write and produce basic campaign leaflets and other materials
- Manage lists, Access database, assessments, charts and other campaign tools
- Assist with member turnout for events and actions
- Identify workplace issues and help members organize for solutions and power
- Submit a detailed report each week demonstrating activities

Job Qualifications and Requirements

- **Organizer** Good written and verbal communication skills
- Computer skills and proficiency with Microsoft Office Suite
- Car, insurance and driver's license required
- Willingness to work evenings, weekends and irregular hours with some travel
- Ability to provide detailed campaign summaries and assessments
- Ability to establish and maintain credibility with diverse demographic groups, as well as, with professional, technical, administrative and service workers.
- Experience assisting members to resolve grievance, and other workplace issues.
- An understanding of how the collective bargaining process works.
- Office and health care organizing or experience a plus.

Competitive salary and benefits package commensurate with experience.

To Apply:

All interested applicants may apply by submitting resume to: president@opeiu39.org.

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