



## **CIVIL RIGHTS DIRECTOR**

### **WASHINGTON, DC [HEADQUARTERS]**

Are you passionate about economic fairness and social justice? Do you want to improve the lives of working people and strengthen the labor movement? If you answered, “Yes!” then the AFL-CIO may be the right place for you. We are the largest federation of labor unions in the United States, and our team of dynamic professionals is dedicated to growing worker power and ensuring every working person has a voice on the job. When you work at the AFL-CIO, you’re more than just an individual employee—you’re helping to lead a movement with a proud history and a bright future ahead.

The AFL-CIO works to ensure that all workers experience fairness and equality in the workplace. It seeks to uplift the lives of workers of color, women, the LGBTQ community and other underrepresented communities in partnership with the AFL-CIO’s affiliate unions, State Federations, Central and Area Labor Councils, constituency groups, and community partners.

The Civil Rights Director is responsible for assisting in the development and implementation of AFL-CIO programs and activities to secure civil and human rights for all, including campaigns and programs to promote workers’ rights, voting rights, racial equality, immigration rights, women’s rights, LGBTQ rights, workers’ rights, and more. The Director oversees and coordinates civil rights meetings and programs, including the Dr. Martin Luther King Jr. Conference.

#### **Duties and responsibilities:**

- Direct the Civil, Women’s and Human Rights staff team and manage the execution of the Shuler-Redmond administration with respect to programs addressing racial justice, women’s rights, voting rights, LGBTQ rights, and young workers.
- Work directly with AFL-CIO executive officers to establish and oversee the federations internal and external facing presence in the civil rights arena; convene meetings of the federation's affiliate civil rights directors, constituency groups and represent the federation at external tables and convenings.
- Manage and cultivate relationships with AFL-CIO affiliates, labor constituency and progressive community groups to identify areas of collaboration and improve performance;
- Develop community labor outreach plans around civil, human and women’s rights and justice issues with clear strategies, realistic metrics, operational plans, budgets and timelines in line with overall field goals;
- Coordinate closely with Political, Field and Mobilization Director to manage field staff toward the and implementation of community, outreach, civil rights and voter rights programs with and through state federations and central labor bodies, labor constituency groups and progressive community partners;
- Assist the Field Director in managing field staff assigned to implement community, outreach and civil rights programs (tracking performance to goals);
- Manage and cultivate Develop relationships with AFL-CIO affiliates, labor constituency and progressive community groups to identify areas of collaboration and improve performance;
- Work with Political, Field and Mobilization Hub in disseminating information on civil, human and women’s rights issues;

- Plan, execute, and take primary responsibility for all aspects of the AFL-CIO's Dr. Martin Luther King Jr. Conference and other convenings as assigned;
- Conceptualize and oversee the creation of workshops, tools, newsletters, and related materials for members and partners as well as conduct workshops and training for AFL-CIO staff, union affiliates and constituency groups;
- Work with the Digital Strategies and Communications director and relevant Resource teams to update and maintain division web presence, SMS and expansion of digital media presence;
- Conduct workshops and training for AFL-CIO staff, union affiliates and constituency groups;
- Facilitate meetings, conference calls and webinars as needed;
- Assist with internal and external diversity reports and related initiatives;
- Support the Director of Outreach in the implementation of the work plan for Civil Rights Directors Collective of the AFL CIO;
- Other duties as assigned.

Qualifications:

- Bachelor's degree in labor relations, political science, ethnic studies in related field or equivalent experience with specific demonstrated experience in civil, human and women's rights campaigns;
- Minimum of 4 years' experience in issue campaign and program work with specific demonstrated experience in civil, human or women's rights campaigns;
- Previous labor movement experience is preferred, but candidate must possess a working knowledge of the labor and social justice movements;
- Existing relationships with civil, human and women's rights organizations;
- Demonstrated experience working with communities of color, women and the LGBTQ community;
- Demonstrated knowledge of policy issues including voting rights, employee non-discrimination act, pay equity, working families, and other issues relevant to current civil, human and women's rights issues;
- Excellent communication skills;
- Demonstrated superior writing, researching and messaging skills – writing sample required;
- Demonstrated experience managing and prioritizing multiple tasks, and create written work plans;
- Commitment to the principles and goals of unionism and social justice;
- Demonstrated ability to work independently within the context of a plan as part of a larger team in both a lead and a support role;
- Effective organizational and time management skills and ability to handle multiple high priority projects;
- Computer proficiency is required for Google Suite, Google Drives, PowerPoint, web conferencing, email and internet;
- Ability to travel and work long hours or weekends as required.

Starting annual salary: \$154,238.32

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