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 Governance, Education and Training Coordinator will support the development and delivery of comprehensive campaign training for electoral, legislative and issue campaigns. The GETC is responsible for working with national AFL-CIO staff, federation bodies and affiliates to conceptualize and develop training programs that meet their overall campaign needs including agenda and curriculum development as well as providing comprehensive project management for training programs.

This is a position in a fast-paced, supportive and innovative team developing trainings to build the labor movement through empowering workers and leaders of all ages and backgrounds throughout the United States. You will play a vital role in building today’s labor movement.

**Description of duties:**

- Develop and deliver targeted training programs, specifically on comprehensive electoral and issue campaigns for national staff, AFL-CIO State Federations, central labor bodies, affiliate unions and community partners. This will include the creation of customized modules and materials on various programs to help activists on a dynamic range of programs such as young workers, impact of the economy and policy on people and communities and why it is important. Training programs will be delivered in-person, virtually and hybrid formats.
- Responsible for completing portions of training content alone and with other staff, including curriculum development, identifying and training trainers and facilitators, and putting in systems to evaluate training content and trainers.
- Project coordinator/manager for all sizes and scope of trainings. This includes being a lead for administrative, operations and program staff to fulfill training goals including tracking progress for program completion. The GETC will also lead on national convenings to provide support on workshop development, coordination and recruitment.
- Work with affiliate unions and federated bodies to identify needs, best practices, and opportunities to provide assistance.
- Develop and deliver campaign training programs as a whole including components such as planning, budgeting, analytics, volunteer recruitment and management, messaging, communications, digital strategies, and relationship building. This will be done in conjunction with experts inside and outside of the AFL-CIO as well as with staff in other departments when applicable.
- Develop and deliver training programs on various aspects of worksite programs, year-round political campaigns and skills on deep canvassing for state, area and local federated bodies.
- Help develop train-the-trainer program to maximize capacity for training delivery.
Identify, build relationships with and coach trainers who have varied levels of legislative, electoral, political and organizing experience, further identifying those who have specific expertise in elements of campaigns. Support the tracking and evaluation of local training programs.

Other duties as assigned.

Qualifications:

- Minimum 5-7 years of experience with both local and national structures of the labor movement.
- Minimum 3-5 years of demonstrated project management experience. Extensive experience working with trainers to prepare them to deliver on training materials.
- Extensive experience as a trainer, facilitator, mentor, and team leader of staff.
- Minimum 3-5 years of experience in conceptualizing, developing and implementing training curriculum and programs.
- Experience in Curriculum Development helpful.
- Demonstrated successful experience with adult education principles and popular education modalities, and a commitment to an inclusive training programming.
- A commitment to the goals and values of the labor movement.
- Minimum 5-7 years of legislative or electoral campaign experience, including as a lead within the field as well as national campaign experience.
- A spirit of creativity and innovation in developing programs.
- Familiarity with and experience working with the field campaigns of the AFL-CIO, including union organizing, issue, electoral, young worker-targeted programs and community/union mobilization.
- Capable of working independently as well as part of a team in both a lead and a mentor role. A sense of humor and collegiality
- Demonstrated experience in the development and delivery of training curriculum and programs in the context of labor councils and state federations is helpful.
- Demonstrated successful ability to write and develop comprehensive campaign plans.
- Demonstrated ability to make professional and persuasive presentations and to meaningfully engage a wide range of diverse audiences including different labor groups and community allies. Ability to work well with a diverse range of co-workers, leaders and organizations.
- Ability to work independently in the context of a plan and to coordinate work with other related demands/priorities of the organization – working with headquarters and field staff and organizations.
- Bachelor’s degree in Labor Studies, Adult Education or Political Science helpful.
- Ability to travel frequently in performance of the duty of the job.

Starting annual salary: $106,756.49

Apply here: http://aflcio.hirecentric.com/jobs/

Equal Opportunity Employer