

# AFL-CIO

AMERICA'S UNIONS

## **SPECIAL PROJECTS LEAD ECONOMIC, POWER, & GROWTH WASHINGTON, D.C. [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 Special Projects Lead plays a key role in carrying out the Hub mission to increase union membership, partner with allies and affiliated unions in strategic organizing campaigns, and build organizing capacity.

The Special Projects Lead coordinates projects that shape and reflect the role of the AFL-CIO around organizing and growth. This includes bringing relationships and expertise around community organizations, foundation partners, worker centers and other workers’ rights advocates to the strategic organizing, research and training projects.

This position will also take on specific projects and roles that are critical to labor movement growth and the role of the Hub that involve coordination with affiliated union organizing programs, State Federations & Central Labor Councils and other AFL-CIO staff to bring expertise and resources to organizing programs.

This position reports to the Director and Deputy Director of the Economic Power and Growth Hub.

### **DESCRIPTION OF DUTIES:**

- Lead, coordinate and facilitate the implementation of organizing campaigns as approved by the Director.
- Conceptualize, develop and implement programs to build strategic relationships among progressive organizations, including community organizations, foundation partners, worker centers and other workers’ rights advocates to help unions grow.
- Integrate the resources of the AFL-CIO, as well as other coalitions and partnerships including youth and student organizations, worker centers, and other progressive organizations. Link them with local labor movements.
- Design and implement programs and plans to make recommendations for changes to the Director.
- In collaboration with AFL-CIO Hubs and Resources, lead priority projects for the Hub while coordinating overall activity and resources.
- Coordinate, monitor and track federation activities on organizing campaigns.
- Keep the Director updated and informed on the status of individual campaigns and make recommendations to troubleshoot and problem solve as issues arise.
- Track and report on progress of campaign activity, such as field reports or online organizing metrics.
- Participate in departmental planning, budgeting and implementation of programs.
- Prepare and submit regular and ad hoc reports on departmental activities as required.
- Perform other duties as assigned.

## **QUALIFICATIONS:**

- At least 6-8 years of union organizing experience to include several years of a lead organizer role and of campaign management at the coordination level.
- Demonstrated knowledge and experience of organizing models and practices, campaign planning and implementation.
- Knowledge of the work and structure of state federations and central labor councils, AFL-CIO affiliates and allied organizations.
- Experience working leadership at the national, state and local levels.
- Proven ability to develop strategy and implement programs by capturing the resources and capacity of a broad array of partners.
- Strong interpersonal and communication skills and the ability to manage relationships in complex political and sensitive organizational situations.
- High level of individual motivation and a proven self-starter.
- Demonstrated ability to lead teams and workgroups in developing and implementing work plans.
- Excellent organizational skills.
- Computer proficiency is required; including database/spreadsheet and social media skills.
- Demonstrated ability to work independently within the context of a plan.
- Demonstrated ability to exercise good political judgment.
- Demonstrated ability to interpret and apply organizational policies and procedures.
- Effective time management skills, including prioritizing and managing multiple tasks.
- Proven ability to lead by example and foster mentoring relationships.
- Fluency in oral and written Spanish is preferred.
- Excellent written, oral and presentation skills.
- Ability to travel and perform weekend and evening work.

**Salary: \$114,357.55**

**Apply here: <https://aflcio.exacthire.com/>**

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