



## Job Description: **Central FL Membership Organizer (Full Time)**

The Florida Immigrant Coalition (FLIC) is a non-profit organization whose mission is to amplify the power of immigrant communities to impact the root causes of inequality, defending and protecting basic human rights, including the right to live without fear.

1 in 5 residents in Florida are immigrants. Central FL covering Orange, Osceola, and Seminole counties is an extraordinary example of the richly diverse immigrant population in the state. This full-time position is responsible for deepening relationships and building intentional and strategic alignment in the region to amplify the power and dignity of immigrant communities.

### ***Duties and Responsibilities include but are not limited to:***

#### **Membership Base-Building and Engagement**

- Cultivate and grow FLIC's individual and organizational membership program through recruitment and active engagement.
- Develop a base of directly impacted leaders that would passionately advance the work of immigrant justice.
- Foster and track mutual growth of people and organizations recruited through the FLIC engagement ladder process by reporting 1 on 1s, collective consciousness-building and training, and other means of engagement.
- Evaluate the level of commitment and capacity in members to properly support their growth and leadership.
- Identify local issues and make deliberate decisions on the level of commitment that would best fit the program and long-term vision.
- Lead and support on integrated campaign, civic engagement and service models that would elevate community awareness and participation in the democratic process.
- Strategically engage, align, and mobilize membership on advocacy and implementation of policies that reflect our values at the local, state, and federal level.
- Cultivate relationships with strategic allies and partners to expand reach and uplift opportunities for intersectional capacity building.
- Plan and host a dynamically engaging annual regional membership meeting that would promote collective power-building and alignment in the region.
- Collectively plan and recruit members and partners for FLIC's statewide annual assembly.

#### **Political Education**

- Actively engage and strategize in the gradual consciousness building process of people from various backgrounds, experiences, and understandings.
- Support the curriculum development and implementation of the coalition's conscious-building political education programs.

- Consult participants on the content, facilitation, and engagement level of workshops to evaluate impact and areas for growth.
- Identify, train, and support facilitators in membership-led workshops.
- Support communication and awareness campaigns that educate communities on current political context and action.

***Required Skills/Abilities:***

- Alignment with FLIC values and mission: Committed to an ideology of building community power and shares FLIC's commitment to membership grassroots decision making.
- Is politically conscious about intersectional causes of oppression and resistance, can work and connect with other social justice issues and links our state and national work to transnational focus.
- Ability to recruit, coordinate, and engage large mobilizations towards action.
- Ability to be flexible and work in a fast-paced environment while problem solving to meet priorities.
- Self-motivated and disciplined in planning and tracking priorities, with attention to detail, for bi weekly reporting.
- Must be willing to use FLIC's platforms for reporting and record keeping
- Comfortable in working and contributing to a highly collaborative and diverse team.
- Excellent verbal and written communication skills.
- Dedicated and able to work flexible hours which may include evenings and weekends.
- Must be willing to safely travel for statewide meetings and training as necessary.
- Must reside in the Central FL region.

***Education and Experience:***

- Experience in coalition, labor, or grassroots organizing, at least 2 years.
- Some experience in working with EveryAction or other CRM platforms preferred.
- Keen willingness to learn and adapt with CRM platforms and project management tools.
- Strong proficiency in Microsoft Office programs such as Word, PowerPoint, and Excel, as well as Google based collaborative Docs, Sheets, Forms, and Slides.

**Salary Range:** \$43,000 to \$50,000

Competitive benefits package for individuals and dependents after 60 days waiting period:

- Dental/Health/Vision insurance
- Paid time off
- Short and long term disability and Life Insurance

**How to apply:** Send a resume, cover letter, and references to [hr@floridaimmigrant.org](mailto:hr@floridaimmigrant.org)

*Applications will be accepted until the position is filled. FLIC is an equal opportunity/affirmative action employer and encourages applications from all qualified people, including women, people of color, persons with disabilities, and LGBTQ individuals.*

