

# WORC

## *Western Organization of Resource Councils*

**Job Description:** Regional Political Director

**Position Status:** Full-time, exempt

**Location:** Billings, Montana

**Position Reports to:** Executive Director

The Western Organization of Resource Councils (WORC) is seeking an experienced political organizer to join our team. The Regional Political Director leads our network's work to create a more representative and inclusive body of decision makers, carrying forward the organization and helping shape the makeup of decision makers in the region.

WORC seeks a Regional Political Director to be on the forefront of rural voters strategies in the west and lead our region's groups to their next level of civic engagement and electoral work to create a more representative and inclusive body of decision makers in the region. We're looking for someone who has a solid foundation in political organizing, a passion for developing leaders in others, and committed to creating a just society. The ideal candidate will have 5 or more years of political campaign experience, a commitment to grassroots organizing, and bring an inclusive and collaborative approach to the work.

WORC is a regional network of eight grassroots community organizations in seven Western states. WORC is a leader in campaigns to hold the coal, oil and gas industries accountable, create a just transition for fossil-fuel dependent communities, and win economic justice for family farms and ranches and small food producers. WORC is nationally respected for its 40 years of winning campaigns on natural resource, food and farm issues through community organizing, training, leadership development and voter engagement.

WORC's Political Director leads the regional Grassroots Democracy Program as the political and civic engagement arm. The Grassroots Democracy Program enhances and protects voter rights, advocates for public policy that aligns with the values of WORC's membership, and provides opportunities for our members to be a fully-engaged part of the political process. We focus on engaging and empowering historically underrepresented communities to build the power needed to eliminate barriers to civic participation and guarantee that policy-making is guided by the public interest.

WORC is actively building a workplace that demonstrates how we value equity and inclusion, and are committed to building an organization that represents a variety of backgrounds, ideas, and skills.

### **Primary Responsibilities**

- Establish and maintain relationships with WORC's member groups and consulting to assist in the development of their political and civic engagement programs, including election data analysis and targeting, base building and constituency organizing and outreach, direct voter contact through face to face

canvassing, voter registration, and Get Out the Vote plans including election protection.

- Participate in local and statewide working groups of allies working on elections and maintain key relationships with like-minded groups.
- Become familiar with and be a resource on state and federal campaign finance and election laws. Ensure staff activities and the activities of volunteers comply with all applicable laws, rules, and organizational policies and that all state and federal election reporting is completed accurately.
- Work with the Development Director and Executive Director to identify potential donors, write grant proposals, solicit contributions and prepare progress reports to funders, donors, the WORC board, Steering Committees and the Grassroots Democracy Program Advisory Board and maintain frequent communication with the WORC staff team and member leaders.
- Plan and direct federal electoral campaigns, working with the staff team, including Independent Expenditures and member communication programs in targeted races across the region.
- Substantial travel required.

**Priority Skills and Experience:**

- A minimum of five years experience (more preferred) working on political campaigns.
- Familiarity with and commitment to community organizing and the empowerment of local people through participation in the political process.
- Foundational knowledge of racial, class and gender equity and justice and other issues of power and privilege.
- Facilitation & decision-making skills to solicit feedback and buy-in from multiple stakeholders on major organizational decisions and can probe complex and uncertain situations.
- Experience and demonstrated enthusiasm for grant writing, reporting, and management, membership building, and/or individual donor solicitation.
- Ability to work in a team environment.
- Familiarity with and working knowledge of voter files and databases.
- Valid driver's license (or ability to obtain one) and ability to travel with regular overnight stays, occasional long hours and evening and weekend work assignments.

**Desired Skills and Experience:**

- Demonstrated proficiency in election data analysis, opposition research, persuasive writing, and editing.
- Staff management experience.
- Field or program experience with voter registration, voter turnout, or canvassing.
- Experience with and passion for working within democratized decision-making structures.
- Budgeting and financial management experience.
- Experience working with rural and diverse communities.
- Work experience and relationships in the WORC region.

*WORC is an Equal Opportunity Employer cultivating and preserving a work environment that is built on the premise of equity. For more information about WORC, visit our web site at [www.worc.org](http://www.worc.org).*

**Compensation:** \$45,000- \$55,000 to start, depending on experience and qualifications, with generous benefits including health and dental insurance, sabbatical, paid vacation and sick leave, flex time, ongoing professional development opportunities, and retirement plan with employer contribution.

To apply, submit a cover letter (tell us where you heard about the position and why you want to work for us), resume, and three references to John Smillie at [billings@worc.org](mailto:billings@worc.org) with "Regional Political Director Application" in the subject line. Applications are due by November 13. The position will remain open until filled.