

## **JOB OPENINGS AT WORC**

**Position Title:** Washington, DC Representatives (2 positions)

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

**Location:** Washington, DC; remote location considered for the right candidate - within WORC's region (CO, ID, MT, ND, OR, SD, WY) preferred

**Position Reports to:** Program Director

The Western Organization of Resource Councils (WORC) is seeking to hire two Washington, DC Representatives to join our team. WORC's Washington, DC Representatives play a leading role in our federal policy work to hold coal, oil and gas companies accountable; create a just transition for fossil-fuel dependent communities; accelerate community-scale renewable energy; and win an agriculture and food system that is fair and just for family farmers, ranchers, workers and eaters.

In addition to these issues, one of the DC Representatives will work with the Native-led organizations in WORC's network to build a new area of work around Indigenous community priorities that may include energy democracy; MMIW; food sovereignty; health care; voting rights; tribal sovereignty, law and policies; and other issues.

### **ABOUT WORC**

WORC is a regional network of eight grassroots community organizations in seven Western states. WORC is nationally respected for its 42 years of winning campaigns on natural resource, food and farm issues through community organizing, training, leadership development and voter engagement.

WORC is an Equal Opportunity Employer committed to staff diversity and cultivating and preserving a work environment that is built on the premise of equity. We welcome qualified people of all backgrounds and abilities to apply. For more information about WORC, and to view our Equity Statement, visit our website at [www.worc.org](http://www.worc.org).

### **PRIMARY RESPONSIBILITIES**

The Washington, DC Representatives play a key role in the development and implementation of policy campaigns on WORC's federal priorities. Specific responsibilities include:

- Building relationships of trust with and supporting WORC's member groups.
- Establishing relationships with key Congressional and Administrative contacts.
- Tracking legislation and Congressional and agency action.
- Informing and activating WORC's members, including organizing Washington, DC fly-ins; working with network members and staff when in DC; and assisting in holding public officials accountable.
- Working with allies, NGO's, and with tribal officials, building relationships and sharing information and strategies.
- Press work, including preparing press statements and statements and developing press contacts.
- Working with WORC's regional organizers and issue campaign teams to plan and implement campaigns, including providing analysis and strategy development.

- Conducting campaign-related research and policy analysis, and producing fact sheets, reports, action alerts and other materials.
- Assisting with communications to WORC's board of directors, member groups, funders and donors on program and priorities, including working with development staff to meet the organization's fundraising goals.

### **PRIORITY KNOWLEDGE, SKILLS AND ABILITIES**

- Demonstrated commitment to bringing people together to build power and agency through participation in the political process.
- Ability to build trusting relationships with people from diverse backgrounds and cultures.
- Personal commitment to dismantling practices and structures that perpetuate systems of inequity.
- Experience managing multiple priorities and responsibilities, and highly motivated, proactive work style needed to work in a small-office environment.
- At least two years of experience related to government relations and/or experience running local, state, regional and/or national issue campaigns. (Interested applicants with more experience are encouraged to apply.)
- Excellent writing, speaking and interpersonal communication skills.
- Demonstrated proficiency with policy analysis.
- Ability to travel, and attend weekend and evening meetings.
- Knowledge of the West and its history and people, including Native communities and tribal sovereignty, law and policies, as well as natural resource, environmental, agricultural policies.

### **SALARY, BENEFITS AND STARTING DATE**

Salary range begins at \$60,000, depending on experience and qualifications, with generous benefits including health and dental insurance, paid vacation and sick leave, flex time, ongoing professional development, sabbatical, and retirement plan with employer contribution.

### **HOW TO APPLY**

To apply, send a cover letter (tell us where you heard about the position and what excites you about the job), resume, writing sample and three references to Sara Kendall at [billings@worc.org](mailto:billings@worc.org) with "DC Representative" in the subject line. We will review applications on a rolling basis. The positions will remain open until filled.