

**JOB DESCRIPTION - OPAL ENVIRONMENTAL JUSTICE OREGON  
ORGANIZING DIRECTOR**

**FULL TIME - EXEMPT**

**COMPENSATION: \$47,500 - \$55,000 DOE**

**BENEFITS:** Medical, Dental, Professional Development Fund,  
Personal Healing Fund, 15 vacation days annually, flexible work schedule



OPAL Environmental Justice Oregon is seeking a passionate, dedicated individual to join our leadership team. OPAL's mission is *Building Power for Environmental Justice and Civil Rights in Our Communities*. We organize low income people and people of color to achieve a safe and healthy environment in the places we live, work, learn, pray and play. The Organizing Director coordinates multiple grassroots advocacy campaigns and works with organizers and other staff to ensure victory in our campaigns, successful alliance-building, and growth in our membership.

**Background:**

Founded in 2006 by and for people of color and low income, OPAL is the grassroots-driven hub at the center of Oregon's movement for Environmental Justice. We develop community members' leadership skills, and motivate them to take action. Together, we lead campaigns, impact public processes, and win victories in policy and procedure to achieve a safe and healthy environment where we live, work, learn, play, and pray. We have a 12-year history of making change at all levels of decision-making, from neighborhood-scale improvements to Federal policy shifts. Our work has been nationally recognized by the Environmental Protection Agency and Poverty USA, and statewide by the Office of the Governor and Oregon Public Health Institute. Decision-makers across Oregon recognize the vital importance of OPAL's role in shaping the future of our region.

OPAL recently completed the creation of a new Strategic Plan, to articulate a vision for the five years between 2018 and 2022. The plan makes it clear: OPAL is an organizing powerhouse in the Portland region and in Oregon more broadly, and we must double down on grassroots organizing to achieve even greater outcomes following recent great successes, winning hundreds of millions in direct investments in our communities in the past several years.

The first step in the new Strategic Plan is to hire an Organizing Director to oversee and support staff from multiple grassroots organizing programs: Bus Riders Unite, the Youth Environmental Justice Alliance, OPAL's general membership, and our volunteer base. This position reports to the Executive Director.

**Qualifications:** Deep experience with grassroots organizing and multiple types of campaign experience (electoral, legislative, issue / measure, and grassroots). Management experience. Experience working with low-income communities and communities of color; Understanding of and commitment to principles of Environmental Justice; familiarity with Climate Justice principles and the Just Transition framework; Strong planning and facilitation skills and popular education-style training experience;

This position will require limited statewide travel to urban and rural communities; as an organization committed to challenging traditional models of organizing and in proactively practicing ways to reduce our organizational carbon footprint, a Driver's License and personal automobile are not required - but demonstrated experience and success in telecommuting and excellent communication skills are. This position is based in Portland, Oregon. Assistance moving to the Portland region is available for successful applicants.

### **Key Duties:**

#### **I. ORGANIZING AND BASE BUILDING (40%)**

- **Organizing Team Oversight and Support** - Supervise a growing team of grassroots organizers, providing key support in base-building and leadership development
- **OPAL Membership and Onboarding** - Oversee the redesign of the OPAL membership program to align our base across programs and issue areas, and build a new mechanism to bring members into this multi-issue base
- **Shape and Direct Member-informed Campaigns - Working with** Bus Riders Unite and Youth Environmental Justice Alliance existing members, and OPAL's general membership, lead campaign identification and advancement
- **Leadership Development** - Oversee and execute OPAL's signature LD programs - the OPAL Organizing Fellowship & POC Organizing Institute
- **Political Education** - Implement and oversee execution of OPAL's ongoing political education programming, and annual Serve the People Summer Training Program

#### **II. ALLIANCE AND COALITIONS (25%)**

- **Represent for OPAL's Members** - Serve as point person representing OPAL, our staff and members on key coalitions representing transportation and housing justice
- **Build a Political Organization** - Collaborate with Executive Director, Board, and Strategic Plan Workgroup. Contribute to the exploration and build-out of a 501c4 organization to advance community priorities through a new political vehicle

#### **III. POLICY ADVOCACY (10%)**

- **Oversee Member Policy Advocacy** - In coordination with the Organizing Team and Advocacy Coordinator, activate OPAL's membership in policy advocacy
- **Support Policy Development** - In coordination with Advocacy Coordinator, develop high-level policy analysis informed by Organizing Team, and key alliances and coalitions.

#### **IV. NARRATIVE STRATEGY (15%)**

- **Communications Planning** - Oversee base-building and policy communications in partnership with Director of Story, Strategy and Resources
- **Member Communications** - Support Organizers and Members in creation of member-generated content for use in campaign narrative advancement
- **Campaign Communications Planning** - Support Organizers in utilizing communication planning tools and incorporating communications into workplans

**V. OTHER DUTIES AS ASSIGNED (10%)**

- **OPAL is a Family** - We all clean. We all support on events. We all raise money.
- **Organizational Development and Administration** - All OPAL employees inform the creation and execution of organization-wide strategy, budget and workplans. We are proud to offer a work environment of full and active participation in decision-making at all levels.

OPAL Environmental Justice is an equal opportunity employer. People of color, women, people with disabilities and LGBT people are encouraged to apply.

To apply to an open position, send a cover letter and resume to [jobs@opalpdx.org](mailto:jobs@opalpdx.org) – please reference in the subject line the position for which you are applying.

The position is open until filled.