WORKERS’ DIGNITY HOUSING FELLOW

Workers’ Dignity, a 12-year-old multi-racial, multi-lingual worker center based in Nashville, Tennessee, is seeking qualified applications for a housing fellow. The Housing Fellow will help the organizer leading the housing campaign in outreach, research, volunteer coordination, and other needs. The Housing Fellows reports to the Housing Organizer.

ESSENTIAL RESPONSIBILITIES

Recruitment and Retainment
● Joining organizers at sites to do outreach.
  ○ Join and facilitate (when applicable) trainings with tenants from various housing campaigns.
  ○ Schedule meetings with tenants.
  ○ Facilitate, when asked, meetings with tenants.
  ○ Take notes or assign volunteers to take notes in meetings
  ○ Following up with tenants about meetings and campaigns.

Volunteer Management
● Coordinate volunteers to join organizers at sites for outreach.
  ○ Printing out flyers
  ○ Creating group chats
  ○ Recruiting and onboarding new volunteers in collaboration with the compa organizer
  ○ Assigning jobs and committees to volunteers.
  ○ Following up with volunteers for meetings and future assignments.

Strategy Collaboration
● Join supervisor on coalition meeting calls.
  ○ Maintain relationships with coalition partners.
  ○ Collaborate with supervisor on finding new/relevant coalition members.
● Weekly check-ins with supervisor
● Collaborate on escalation plans with staff and supervisor.
  ○ Help identify targets and secondary targets within the campaign’s power map.
  ○ Support with research needs.
  ○
Professional Development

- Be a part of the strategy meetings with comms team to develop plans to expand engagement and reach.
- Attend weekly trainings with fellow staff members.
- Weekly check in meetings with supervisor to assess work and where to prioritize next.

Qualifications

- Excellent communication skills both orally and in writing, ability to convey complex ideas to multiple audiences.
- Good communication skills in speaking to strangers from a myriad of backgrounds and cultures who may not align with your beliefs politically or otherwise.
- Experience with database or CRM management.
- Excellent personal, organizational and time management skills; capacity to manage multiple priorities; and accountability to goals. Independent problem solver.
- Respect for and willingness to learn from differing perspectives, voices, and backgrounds.
- Team player who will roll up their sleeves with staff, be resourceful and creative to get the job done.
- Demonstrated commitment to base-led organizing for economic, racial and social justice.
- Commitment to WD’s mission and values.

**SALARY & BENEFITS:** 25/hr paid biweekly.

**EMPLOYMENT STATUS:** Part time, contractor, non-exempt. 20-30 hours per week.

**HOW TO APPLY:** Send your cover letter and resume via email to the Hiring Committee at info@workersdignity.org. In your cover letter, please indicate your level of comfort speaking and writing in Spanish. Position open until filled. Interviews will be on a rolling basis.

**ABOUT WORKERS DIGNITY:** Workers’ Dignity (WD) is a worker-led center organizing for economic justice and dignity for all. Through a member-led process including assemblies and leadership development, we organize strategic campaigns to build worker power in Middle Tennessee.

*Strong preference for people of color, bilingual, experience with worker organizing, including persons who come from the base, familiarity with working in the South or conservative-dominate areas. Women, gender non-conforming, people of color, and immigrants are strongly encouraged to apply!*