

# Job Opening

## DIRECTOR/LEAD ORGANIZER POSITION

### DESCRIPTION

***Berkshire Interfaith Organizing (BIO) is an interfaith organization of member groups who are committed to working together for greater justice and a better quality of life for all in the Berkshires of Massachusetts.***

We pursue these goals:

- by building community across lines of income, religion and geography,
- developing the leadership skills of members within our congregations and organizations,
- and taking action on economic and social justice issues of shared concern.

We work to ensure that those affected by the issues craft the solutions to achieve systemic change.

BIO is also a member of the InterValley Project (IVP), which works to organize for justice in communities across New England.

***We are seeking a Director/Lead Organizer with the energy and passion to guide BIO into the next phase of growth, as we strive to be a force for change in our region.***

### Responsibilities:

- Develop and maintain relationships with current and potential member groups.
- Recruit and develop leaders. Lead trainings and/or bring in trainers to support the growth of BIO leaders.
- Mentor and collaborate with organizers and leaders throughout campaigns on economic and social justice issues.
- Work with BIO Executive Council to prepare, oversee and fund the annual budget of over \$100,000. Funding includes: grant writing, fundraising campaigns, collection of membership dues.
- Participate in the hiring and mentoring of a new administrative assistant.
- Report to BIO's Executive Council.
- Participate with InterValley Project (IVP), the regional organizing network to which BIO belongs, with regular organizer meetings, consultation, and leadership development activities.

## **Required Qualifications**

- Bachelor's degree or equivalent
- 3-5 years' work experience as a community, congregation-based, or labor organizer.
- Excellent team building, relationship-building, and communication skills
- Passion for social and economic justice. Experience in fields such as Immigrant Justice, Racial Justice, Food Insecurity, Transportation or other similar work experience preferred.
- Proven ability to mentor leaders
- Proven ability to carry out successful issue campaigns
- Demonstrated record in grassroots fundraising. Successful experience in grant writing.
- Ability to conduct a variety of management and administrative tasks in coordination with an administrative assistant.

## **Preferred Qualifications**

- Technological competency – strong computer skills. Experience with:
  - Microsoft Office
  - updating a website
  - scheduling and managing Zoom sessions
  - using a contact management program, e.g. Little Green Light,
  - using other programs, e.g. Mail Chimp, Google docs
- Bilingual ability in Spanish strongly preferred

Salaried position based on 40 hours/week. Working hours must be flexible including some evenings and weekends.

Competitive compensation, commensurate with experience, plus retirement benefit and contribution towards health insurance.

Salary range: \$40,000 - \$50,000 based on experience and qualifications.

**Please send cover letter, resume, and 3 references to:**  
[communications@biorganizing.org](mailto:communications@biorganizing.org)

***Accepting applications through August 15, 2022***