

Job Announcement
Manager, Member Organizing
Based in Rockville, MD

The Montgomery County Education Association is seeking candidates for a new position on its Management Team.

MCEA represents 14,000+ teachers and other professional educators in the Montgomery County Public Schools system in suburban Washington D.C. MCEA is one of the 15 largest local educators' unions in the nation, and is an affiliate of the National Education Association. We are committed to educational excellence and social justice and believe that the well-being of our members is inextricably linked to the well-being of our students, their families, and our communities. For more information, go to www.mceanea.org.

PROGRAM AREA: Field Operations
POSITION TITLE: Manager, Member Organizing
BARGAINING UNIT: None
Reports to: Managing Director, Field Operations

Position Description

This position will manage, train, and coach MCEA's Organizing Team. The organizing team is responsible for building a strong union that uses a comprehensive member leadership network to motivate members to take meaningful action to improve public education. The organizing team's work involves:

- 1) identifying and building union leaders to ensure Building Action Teams are fully functioning in all worksites,
- 2) increasing member engagement in the union,
- 3) handling contract enforcement and representation issues for individuals and groups through organizing outside of or around the formal grievances processes,
- 4) helping members engage in collective action to improve schools and public education, including their specific worksites, and
- 5) through school leadership teams - improve school culture/climate and the functioning of school-based decision-making on teaching and learning issues.

The Manager, Member Organizing will have knowledge of organizing around worksite issues, enforcement of collective bargaining agreements through an organizing approach, community organizing, political action as it relates to member voices in public education and understanding that public education and education reform issues are critical components of this role.

Responsibilities

Under the supervision of the Managing Director, Field Operations, this position will:

- Use the organizational strategic plan to assist in the creation and implementation of comprehensive internal organizing plans focused on leadership identification, recruitment, training, and coaching.
- Lead and provide support to teams of staff and members in the execution of overall campaign plan as well as individual work plans, using a team focused approach.
- Establish an internal campaign-based culture around bargaining, internal membership recruitment, worksite issues, politics, and messaging of hope.
- Support MCEA's leaders and staff through times of uncertainty & transition by consistently challenging them to think differently about their work and helping create winning plans that provide hope.
- Work with staff within their assigned regions/areas as a team and individually to set goals, create work plans to meet those goals and ensure accountability to those plans.
- Integrate strategic campaign functions, politics, and organizing into the daily work in the field.
- Work with staff to identify, recruit, and develop leaders to guide and lead their campaign.
- Coordinate, directly or through staff, local-wide mobilization efforts, new member events, leadership conferences and other multi-team activities.
- Identify staff training and development needs.
- On board and support new staff in their development.
- Oversee the assignment, evaluation, counseling and progressive discipline of staff with a collective bargaining agreement, with the approval of the Managing Director, Field Operations.
- Arrange for coverage of staff responsibilities during staff absences.
- Create and articulate a positive vision for campaigns and of the union as a whole.
- Perform other related duties as required/assigned by the Managing Director, Field Operations and the Executive Director.

Skills and Abilities

- Advanced & effective leadership skills.
- Work effectively with members and staff from diverse ethnic, social and economic groups.
- Exercise excellent judgment while working under a variety of circumstances.
- Effectively gather, track, and analyze data for strategic purposes.
- Work effectively as part of leadership teams with managers, elected governance, and staff union leaders.

- Excellent writing and oral communication skills with the ability to be clear, concise and grammatically correct.

Preferred Experience

- 1+ years of staff supervisory or campaign lead experience.
- 3+ years of progressively responsible union experience developing and leading organizing campaigns.
- Proven ability to develop effective strategies and lead teams in a variety of assignments.
- Experience using cloud/web-based data management systems.

Requirements

- Salaried position; requires nonstandard work hours and/or weekend and holiday work.
- Travel is required, primarily within Montgomery County.
- Must possess a valid driver's license, must have auto insurance that covers business driving, and must possess an automobile for business use.

Compensation

MCEA offers a competitive salary. MCEA also provides a comprehensive benefits package including medical, dental, vision and prescription drug coverage, retirement savings plan, and long-term disability insurance.

Working Conditions and Physical Effort

- Work is performed in a variety of settings – in schools, school district offices, a typical office work environment.
- This position requires frequent driving throughout the county to various locations.
- Must be able to occasionally remain in a stationary position up to 50% of the time.
- The person in this position needs to regularly move about inside the office and other locations.
- Constantly operates a computer, cell phone, and office productivity machinery, such as a copy machine and computer printer.
- Frequently moves equipment & supplies weighing up to 25 pounds for various meeting and event needs.

Equal Opportunity Employer

MCEA is committed to the principle of equal employment opportunity for all employees and to providing employees with a work environment free of discrimination and harassment. All applicants will be considered for employment without attention to race, color, religion, sex, sexual orientation, gender identity, national origin, veteran or disability status.

Application Process

Qualified applicants should send cover letter, résumé, and 3 writing samples to:

Lindsay Barrett, Managing Director, Field Operations c/o Roxanne Rife

Montgomery County Education Association

12 Taft Court

Rockville, MD 20850

rrife@mceanea.org

Subject: Manager, Member Organizing