

Oregon League of Conservation Voters Job Announcement: Jackson County Organizer

Announcement date: October 26, 2009

Deadline: We are accepting applications until we make a hiring decision. Our goal is to have someone start on or before November 30th and no later than January 4th.

OLCV is Oregon's leading environmental political group. OLCV runs aggressive campaigns to elect pro-environment leaders and hold elected officials accountable. OLCV also plays a leadership role in coordinating the Oregon environmental community's lobbying efforts in Salem. OLCV and its Political Action Committee, along with its sister organization, OLCV Education Fund, have a combined annual budget of more than \$1,000,000.

OLCV is hiring a part-time organizer for our Jackson County Chapter. **This is a 15 hour per week** position on a permanent basis. The ideal candidate would enter the job with the expectation of staying in it for 2 or more years. The organization may have additional occasional short-term project work to invite the Jackson County organizer to do, but such extra work is neither guaranteed nor required.

Primary duties of a county organizer include:

- Identifying and recruiting chapter steering committee members
- Coordinating our local endorsement process
- Candidate recruitment
- Volunteer recruitment
- Local fundraising efforts
- Accountability efforts, such as Scorecards and Conservation Forums.
- Assistance with the targeting of electoral resources
- Development and implementation of specific campaign plans, with a focus upon increasing voter turnout among pro-environment voters
- Generating positive media coverage of OLCV work in Jackson County

The ideal candidate would have:

- Experience recruiting, training, and managing volunteers
- Experience building a long-term, sustained, volunteer movement
- Experience on an election, lobbying campaign, or public education campaign
- Experience with email newsletters, designing mailers and/or website development/design
- Experience working with the media
- A demonstrated interest in environmental issues
- A demonstrated interest in Oregon politics
- Superb one-on-one communication skills
- Strong written communication skills
- Strong computer skills, including experience with spreadsheets, databases, and graphic design
- A home office or work space and ability to work independently

Supervision would be by OLCV's Political Director based in Portland. Occasional travel to Portland for meetings will be required.

Wages will range from \$15-\$21/hour depending upon experience.

Applications will be accepted until a hiring decision is made. Send resume and cover letter to: OLCV Job Opening – Jackson County Organizer, 320 SW Stark #530, Portland, OR 97204, Fax to (503) 224-1548, or via email to katy@olcv.org. Applications via email are preferred.

OLCV is an equal opportunity employer.