JOB POSTING: POLICY & ORGANIZING COORDINATOR

Application Deadline: Priority will be given to applicants who apply by February 25th, 2022.

Communities United for Police Reform (CPR) is an unprecedented campaign to end discriminatory policing practices in New York, and to build a lasting movement that promotes public safety and reduces reliance on policing. CPR runs coalitions of over 200 local, statewide and national organizations and has won significant organizing, policy and litigation victories since being launched in 2012 – including the June 2020 repeal of New York state’s infamous police secrecy law (“50-a”).

Position Summary: The Policy & Organizing Coordinator works with other staff, members, partners, and supporters to develop, refine and implement plans that advance a bold, multi-strategy campaign for police transparency, accountability and public safety, including an ambitious and meaningful policy and organizing agenda. As a member of a small staff team, the ideal candidate is a seasoned organizer with significant policy experience, who is committed to CPR’s issues, flexible and effective in a fast-paced and evolving environment, and has a great sense of humor.

Position Reports to: Director of Programs

PRIMARY RESPONSIBILITIES

Campaign, member and programmatic coordination (80%)

- Manage policy, organizing, & accountability campaigns. Manage and coordinate CPR’s education, organizing, policy and advocacy campaigns to ensure that priorities move forward in a timely and strategic manner. This includes: coordinate legal research/analysis and the development of public education materials related to policy and organizing campaigns; work with campaign members and Director of Programs to develop and coordinate the implementation of campaign plans, including strategizing, events, actions and meetings, including meetings with elected officials; in collaboration with CPR members and the Director of Programs, support in the coordination of police accountability campaigns; coordinate CPR’s annual planning and budgeting for city and state policy campaigns; regularly monitor, assess and evaluate campaign progress with Director of Programs and CPR members; build working relationships with elected officials and policymakers to advance CPR’s goals and priorities

- Coordinate Members and Partners. Develop and supervise systems and strategies to ensure that CPR’s members and partners are informed and engaged in major campaign activities; plan, coordinate and facilitate monthly committee and subcommittee meetings and decision-making processes; coordinate trainings, events and actions with CPR members and partners; ensure new members and partners are oriented to campaign plans, as relevant to their roles; maintain and build relationships with members and partners; and ensure membership listings are up-to-date.

- Coordinate Events and Actions. Lead coordination of major campaign activities, including securing turnout and managing logistics coordination for campaign actions and events, working closely with CPR members, other staff and volunteers. Campaign activities include but are not limited to community actions, rallies, marches, legislative lobbying days, virtual events, and other events.

Other responsibilities (20%)

- Work with the Director of Programs to support development of and implement, monitor and adjust multi-year, annual and campaign-specific plans.
• Collaborate with other staff and members to support strong cross-area coordination, including participation in communications strategies, development & other CPR-wide priorities.
• Represent CPR at external meetings and events, as necessary, to advance priorities.
• Share infrastructure/administrative responsibilities with other staff.

**Qualifications and Skills of Ideal Candidate**

• **Passion for and knowledge of racial/other justice movements, police accountability issues, and demonstrated commitment to the vision and values of CPR.** Knowledge of key issues, and relevant movement/policy landscape, commitment and demonstrated experience working with diverse low-income communities of color directly affected by discriminatory and abusive policing.
• **At least 4 years of experience developing and leading successful and impactful campaign(s) (e.g. policy reform, community organizing, and/or civic engagement campaigns),** with strong base-building and coalition-building experience across sectors, issues and communities. Demonstrated experience supporting and developing grassroots leaders and working effectively with various sectors, including elected officials. Familiarity and experience with New York city/state police accountability, political and social justice movement landscape preferred.
• **Strong legislative and policy organizing experience required:** strong analysis of NY City and State legislative bodies preferred.
• Track record in effective program planning, implementation and evaluation.
• **Strong interpersonal communication, facilitation, and training** including: experience leading teams and groups to consensus decisions and collective action; ability to understand and act on complexities of group/coalition dynamics;
• **Demonstrated track record of accountability to communities of color.**
• **Excellent writing, research, analytical, and public communications skills,** including: demonstrated ability to analyze issues, think strategically, assess power and opportunity, and communicate complex issues clearly to a variety of audiences; experience and comfort with speaking publicly; track record of writing well, quickly and within deadlines.
• **Excellent organizational skills:** creative, results and detail-oriented, and able to manage and prioritize multiple responsibilities within deadlines.

**Compensation and Schedule:** Full-time salaried position, located in NYC, with generous benefits package (including health, vision, dental, paid time off, and commuter benefits). Salary range is $58K-$68K to $68,000, based on experience and qualifications. Most work will be during business hours, but schedule varies based on priorities and activities of the campaign, and will require working evenings and weekends, as needed, as well as some local travel.

**How to apply:** Please send your cover letter, resume, 1-2 writing samples (no more than 5 pages each) to jobs@changethenypd.org. Include Policy & Organizing Coordinator in email subject line. Applications accepted until the position is filled; however, preference will be given to applications received by 2/25/2022.

Communities United for Police Reform (CPR) is an Equal Opportunity Employer and does not discriminate on the basis of race, creed, sexual orientation, gender identity, age, ethnicity, national origin, religion, or disability. Please be advised that we can only respond to those we intend to interview. For more information about CPR, please visit our website at www.changethenypd.org.