

Regional Field Organizer Job Description

Organizational Overview:

Founded in 1994, the National Latina Institute for Reproductive Justice (Latina Institute) builds Latine power to fight for the fundamental human right to reproductive health, dignity, and justice. We center Latine voices, mobilize our communities, transform the cultural narrative, and drive policy change. We amplify the grassroots power and thought leadership of Latine across the country to fuel a larger reproductive justice movement.

Position Overview: Latina Institute seeks a bilingual (Spanish- English) Regional Field Organizer passionate about raising the voices of Latines for reproductive justice. As a member of the National Organizing and Advocacy Team, this role will lead organizing and advocacy efforts across the Northeast by building and expanding an activist base, developing leaders, advancing civic engagement strategies, and supporting national campaigns.

The Regional Field Organizer will deepen grassroots engagement, support and grow an existing New York activist base, and expand organizing efforts in Northeast cities such as, but not limited to, Boston, Harrisburg and surrounding areas. This role will also support recruitment, logistics, and implementation of signature national leadership programs, including the annual LOLA training.

This position requires a highly collaborative and adaptable organizer who is comfortable working remotely, building strong cross-team relationships, and traveling frequently throughout the region and nationally. The Regional Field Organizer reports to the National Organizing and Advocacy Manager.

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Location: Latina Institute operates as a remote organization but requires some roles to be based in specific locations and to operate in a hybrid way. Due to the nature of this role, you must

- Be based in one of the following states: NY, NJ, CT, RI, MA, VA, MD, or PA;
- Be based near a major airport;

- Be able to travel to various locations around the country, to work from and participate in in-person events, meetings, and complete required activities or tasks.

Responsibilities (including but are not limited to):

- Build a cadre of Latine activists regionally that will advance and support the Latina Institute agenda through organizing and outreach to community members and organizations, including:
 - Develop a system of regular and consistent communication and relationship building with new and established Latina Institute activists via one on ones.
 - Develop a volunteer base by recruiting and activating activists to participate in community engagement activities such as educational workshops, mobilizations, canvassing, phone and text banking, elected official outreach, health fairs, and festivals.
 - Develop a strong foundation for volunteer activists to work across the region through coaching and training.
 - Commitment to creating a sustainable, inclusive, and collective healing space for activists.
 - Help facilitate political education trainings as part of overall leadership development.
 - Help train activists in additional leadership skills and schedule them to help coordinate or lead to specific field work activities such as grassroots campaigns, and civic and voter engagement.
 - Continuously track important metrics and progress to goals in the national work to ensure our data are accurate, accessible, and able to inform the execution of our organizing work on the ground, both for national regions and states.
 - Consistently perform data entry.
- Work with appropriate teams such as Education, Government Relations, Communications, etc. to ensure alignment of national advocacy campaigns and short-term projects.
- Other duties as assigned.
- 40% Travel required that will include evenings and weekends.

What you will need to be successful:

- Prior community organizing experience required, including conducting 1:1 relational meetings with activists to build leadership and engagement.
- Prior experience with voter engagement preferred.
- Demonstrated commitment to reproductive freedom, immigrant women's rights, social justice, and Latine civil rights.

- Strong written and oral communication in English and Spanish.
- Ability to work nights and weekends.
- Ability to work collaboratively in a fast-paced environment and adapt to change as necessary.
- Research, organizational, project management, and time management skills.
- Extensive knowledge of reproductive health/rights issues and related social justice issues with experience in organizing, advocacy and coalition building.
- Must be comfortable with technology and detail oriented.
- Comfort working remotely while maintaining strong communication and accountability
- This position requires domestic travel within the United States. Employees must have valid government issued identification that meets TSA requirements for air travel.

Employee Status: Full time, exempt 40 hours per week.

Benefits: The Latina Institute offers excellent benefits for our employees.

Some highlights of our comprehensive package include:

- Medical, dental, and vision plans
- Vacation, Wellness and Sick PTO
- 401K Retirement plan with a 3% employer match
- Paid parental leave
- \$1000 towards professional/wellness development

Salary: \$63,000- \$68,000 annually, commensurate with experience.

Application Procedure: Please send your resume and cover letter via e-mail to jobs@latinainstitute.org. Please include in the subject line: Applicant—Regional Field Organizer.

National Latina Institute for Reproductive Justice is an equal opportunity employer. We do not discriminate in employment opportunities or practices based on actual or perceived race, color, religion, national origin, sex (including pregnancy, childbirth or related medical conditions), age, marital status, sexual orientation, gender identity or expression, veteran status, uniform service member status, disability or any other characteristic protected by law.