Call for Applications: Organizing Training Program Coordinator

Summary

Assata’s Daughters (“AD”) is looking for an experienced community organizer to help grow our youth abolitionist organizer (YAO) program for our teens. The Organizing Training Program Coordinator is a 6-month, part time role, and will report directly to the Organizing Director. AD is interested in applicants who are passionate about community organizing, believe in the power of young Black people to direct movements, and are self-sufficient and motivated. Young Black women, femmes, and gender non-conforming people are especially encouraged to apply.

About AD

Assata’s Daughters, is a Black women-led, young-person directed, abolitionist organization rooted in the Black Radical Tradition. We organize young Black people in Chicago by providing political education, leadership development, mentorship, and revolutionary services. Through our programs we aim to deepen, escalate, and sustain the movement for Black Liberation. To learn more about us and our politics, please visit assatasdaughters.org.

Job Description

The Organizing Training Coordinator is a new position and will be responsible for facilitating the organizing training program for youth members and assisting the Organizing Director to support our Youth Abolitionist Organizers (YAO) program. We anticipate the role lasting for at least 6 months, with the possibility of developing into a full-time position with increased responsibility depending on the organizational needs.

Specific job responsibilities include but are not limited to:

- Develop and facilitate a 10-week unit curriculum that introduces youth members to the theories and practices of community organizing.
- Assist the Organizing Director (OD) with training and managing the team of youth organizers
  - Attend weekly calls with YAO youth leadership team to participate in sharing updates, debriefing past actions, and providing additional training as needed
  - Support youth members to participate in campaign and partner meetings and events
  - Train and coordinate youth leaders to participate in interviews and public speaking events
- Administration
  - Manage budget and receipts
  - Adhere to organizational-wide time-tracking and task management systems
  - Attend weekly all-staff meetings
  - Have one on ones with the Organizing Director
- Assist with evaluating the program after each quarter

Qualifications

In addition to a background in organizing, the ideal candidate will have a relationship with Chicago, experience in delivering political education interactively, a working knowledge of queer Black feminist theory, and a demonstrated commitment to understanding power and oppression, eradicating anti-Blackness, supporting young Black people, and building relationships with the most marginalized. We are looking for someone who has lived
experience with forms of oppression, who is personable and gets along with young Black people, who is flexible, who is motivated, and who is self-sufficient. Specifically, the ideal candidate would have:

- Experience in community organizing
- Youth development experience with ages 15-21
- Experience writing, delivering, and evaluating organizing curriculum with popular education framework for groups ages 15-21
- Conflict management and de-escalation rooted in transformative justice framework
- Experience mentoring and managing a group of young people, particularly teens, and supporting their leadership development
- Strong day-to-day and strategic planning skills, and the ability to turn vision into actionable steps.
- The ability to oversee budgets.
- The ability to bring different groups together around a shared goal
- The ability to build welcoming spaces, and foster relationships with young Black people
- The willingness and ability to work in variable weather conditions, and nights and weekends.
- A valid driver’s license and access to a vehicle

Pay and Benefits

This is a part-time non-exempt position based in Chicago, IL. We anticipate the role needing 25 hours per week, and the hours will primarily be in the evening. We anticipate the role lasting 6 months with a possibility of developing into a full-time position (with increased responsibility and salary). Hourly wages are $30 per hour. The position offers a health care stipend of $400 per month and a travel stipend of $100 per month.

Application Requirements

Interested applicants should submit a cover letter, resume, and references. Please feel free to use your cover letter to share part of your lived experience and political analysis with us. Additionally, your cover letter should explain why you are interested in working at AD, your leadership style, and a concrete example of working alongside young Black people. Applications should be submitted to info@assatasdaughters.org

Timeline

Applications will be accepted on a rolling basis until filled, with the soonest possible start date.