

# Article I - Statement of Values

Our organization is united around certain core values. These inform and direct our actions, strategies and goals. Our principles are as follows:

1. *Science — Prove it*  
Science is our guiding methodology. We reject all dogma and orthodoxy, seeking instead to encourage critical thinking among the masses.
2. *Human Rights — Everybody matters*  
The rights of the people are the supreme law. The fulfillment of basic human rights is the responsibility of any legitimate government.
3. *Democracy — Everyone decides*  
Democracy is a fundamental desire of all people. Democracy is a process and a set of institutions which rests on this foundation of individual and collective rights and liberties. Disagreement is a fundamental right, and a social good.

We take it as our task to work toward the enactment and elaboration of these values for the good of all.

## Article II - Structure

- A. The name of the organization is Philadelphia Socialists (or Philly Socialists).
- B. Free association and voluntary collective discipline.

1. [Philly Socialists](#) is committed to the principle of free association. As an association of individuals united around common values, we have no official existence or standing within the legal system. Individuals in the collective may have relationships with other legal entities, but the organization as a whole does not.
2. The organization functions on the principle of voluntary collective discipline. Collective discipline means that individuals voluntarily assume responsibility to one another, first and foremost in the sense of agreeing to carry out decisions agreed upon by the organization. Failure to implement decisions in the manner listed below (see Section II.J) will result in the severance of ties between the member in question and the the organization, i.e. all individuals implementing a decision to freely disassociate with said member.
  - a) This principle is not enforced by legal means, but rather by the means of free association.

### C. The Constitutional Congress

1. The Constitutional Congress is the highest authority of Philly Socialists, and the final decision-making body.
2. Constitutional authority is limited temporally. When a convention meets, it should specify the reconvening of a new Congress in a time no greater than 2 years.
3. A quorum of 50% + 1 members in good standing, in person or by alternate means of communication, is required for a binding Constitutional vote. The organization will provide the means for ALL members to participate.
4. The constitution can be altered by the Congress by vote of 2/3 majority of quorum.

5. The guidelines for convening, deciding and ratifying the Congress will be elaborated in Constitutional Bylaws, to be adopted by the General Assembly before the next Congress. Thereafter, the Congress retains the authority to decide the Bylaws.
6. An emergency Constitutional Congress can be called by a vote of 2/3 of existing members. Such a convention must be announced at least 1 month in advance.
7. In the event that a new Constitution is not passed by the above majority, the prior iteration of the Constitution will remain in effect and a new Congress will be convened in no more than 1 year.

#### D. The General Assembly

1. The General Assembly is responsible for determining organizational policy, and tracking the progress of the movement as a whole. The power of the General Assembly is only superseded by the power of the Constitutional Congress.
2. The powers of the General Assembly are as follows:
  - a) Determine organizational goals and strategies in keeping with the principles established by the Constitutional Congress.
  - b) Approve or reject the Treasurer's proposed budget, i.e. allocate funding and revenues from all Autonomous Groups. This includes line item veto power.
  - c) Hear report-backs from AGs and Committees.
  - d) Make announcements concerning AG events, Committee decisions, etc.
  - e) Approve or reject the establishment of a new project.
3. The management of meetings, including voting procedures, will be handled in accordance with Section IV of the Constitution.
4. A General Assembly will be called in one of two ways:
  - a) Via a majority vote of the Central Committee; or
  - b) By any member. For an individual member to convene a General Assembly, they must be in good standing, and collect signatures of other members in good standing totaling 10% of the general membership, or 10 members, whichever is less. In this event, signatures will be presented to an Arbiter. The Arbiters will be responsible for chairing the subsequent General Assembly.

#### E. The Central Committee

1. The Central Committee is the executive body elected and empowered by the organization to make decisions based along organizational policy lines in between General Assembly meetings or constitutional conventions. The committee is understood to provide leadership to the General Assembly, although the General Assembly retains final authority over the committee. The General Assembly retains legislative power and sets organizational policy; it's day-to-day implementation is executed via the Central Committee. Individuals will be elected to the Central Committee at the Constitutional Congress, and their term of office will last until the next Constitutional Congress.
2. This committee consists of the following ten (10) positions:
  - a) **Chair**

The Chair is the chief strategic advisor of the organization. The Chair has primary responsibility for scheduling and planning public mass meetings, cadre meetings, and Central Committee meetings.

They work with others on the Central Committee and among the branch and project leaders in order to compile agendas for meetings. They also send out mass emails for any organization-wide meeting (citywides, GAs, cadre meetings, CC, etc)

**b) Treasurer: Director of Fundraising and Finance**

The Treasurer will keep track of the group's income and spending, and deliver monthly or bi-monthly financial reports (depending on the group's level of activity). The Treasurer will be responsible for taking care of the organization's taxes.

This individual will also keep an updated list of the dues current status of all members, with the aid of the Membership Coordinator. The Treasurer will add all new dues sign-ups into the Nationbuilder database and will notify the Membership Coordinator of new dues sign-ups.

The Treasurer is responsible for bottom-lining the annual fundraiser. In coordination with Communications Director, they will oversee the creation of an online Philly Socialists swag shop

**c) Retention and Social Networking Director**

This individual ensures that regular social events are being organized both citywide and at the branch level.

The Director of Retention would organize one social event per month in a different part of the city. However, the Director of Retention is also encouraged to organize social events in neighborhoods where no branch currently exists.

Retention team will ensure there is quality child care available at all large events

Finally, in coordination with the Membership Coordinator and the project leaders, the Director of Retention will help project leaders ID potential new leaders and help to cohere a team around the existing project leaders.

**d) Director of Political education and Cadre Development**

This individual leads a team responsible for planning and leading Camp Cadre new member orientations 2-3 times a year, as well as organizing skills trainings sessions on at least a quarterly basis.

In addition, this individual would lead a team to put together political education events on a monthly or bi-monthly basis (i.e. every two months). This individual would be expected to have at least one year of project work on record within Philly Socialists prior to applying for this position.

**e) Director of Recruitment and Outreach**

This individual is responsible for leading a team to table, flyer, and otherwise make contact with unorganized individuals who may be interested in joining Philly Socialists, and getting them to their first meeting. Their responsibilities would include:

- Reserving tables at festivals on a monthly basis. Calling members to staff tables. Getting new sign-ups to Director of Membership Engagement.
- Organizing monthly flyering runs
- They would also organize one general information meeting in a different part of the city every month.

In the event the general interest meeting is planned in a neighborhood which a branch operates in, the Director of Recruitment should work with the Branch Convener to organize the meeting. However, the Director of Recruitment is also encouraged to organize general information meetings in neighborhoods where no branch currently exists.

**f) Director of Communications and design**

This individual is charged with leading a team to write a monthly newsletter recapping the

group's activities. They will prepare our media strategy and work to ensure our events are covered favorably in the press. They will designate individuals to handle our social media account(s).

In addition, this team would be charged with getting materials such as banners, buttons, stickers, t-shirts, etc., produced as needed. In coordination with the Treasurer, they would set up an online shop to purchase various swag. They would be responsible for soliciting from our designers a new piece of propaganda once per month; usually a poster.

Crucially, this individual would also be charged with ensuring flyers, pamphlets, etc. are being produced and made available to the Recruitment and Outreach team, as well as any project, branch, or individual member who may need them for outreach purposes.

**g) Director of Membership engagement**

The team they lead is responsible for assigning a list of volunteers, members and supporters for cadre to follow up with on a monthly basis.

They follow up with members whose dues have dropped off, check in on them, and see if it makes sense for them to sign up again. In the event either that a member does not want to work with a given cadre or vice versa, either individual can consult with the Membership Engagement and/or the Arbiters to be reassigned. The Director of Membership Engagement will also be responsible for supervising database entry of new contacts, either directly or as part of a team.

The Director of Membership Engagement would work with Retention and Social Networking, project leaders, and Political Education and Development in order to cohere teams of trained and dedicated volunteers around the project leaders.

Finally, this individual would be tasked with creating (in coordination with the Political Education director) a new member packet, which will include: 1) a copy of the PS constitution and related documents, 2) t-shirt, button and/or other swag, 3) an invitation to the next Camp Cadre, and, 4)

The Membership Coordinator will promptly send new members the membership the new member packet.

**h) Secretary**

The Secretary is responsible for sending out timely minutes of meetings, as well as sending a monthly mass email detailing the activity of the organization.

This individual is also expected to support the Director of Retention and Social Networking to provide childcare at events, as listed above.

**i) Diversity Coordinator**

An individual who would make a special effort to ensure retention of women, people of color, and other historically oppressed groups.

**j) Project Liason/Designated Alternate**

This individual would be elected as an at-large position. They would be expected to attend CC meetings as an ordinary member, but would only cast a vote in the event of a tie.

This individual would also be responsible for convening monthly meetings of project leaders. These could be either [identical] with cadre meetings, or separate meetings entirely, as needed.

3. Central Committee members are expected to attend 2/3 of CC meetings over the course of a six month period. Central Committee members are likewise expected to attend 75% of General Assembly meetings. Failure to attend regularly may result in removal of the individual in question through a recall as specified in Section II.J.
4. If at any point a member of the central committee cannot continue in their job duties they must notify the organization as soon as possible. All documents related to the position, and organization must be turned over and General Assembly elections must be held within a month to replace the former member.
5. If at any time the ability of a central committee member comes into question the central committee member can be recalled from their position following a majority vote of due paying members in good standing.
6. Quorum for Central Committee meetings will consist of a minimum of 50%+1 of Central Committee members.
7. Any or all Central Committee members can be recalled from their positions, for any reason at the behest of the General Assembly, in the manner listed in Section II.J.
8. ONLY Central Committee members may vote on Central Committee matters, however, all meetings of the Central Committee are open to attendance by any member of Philly Socialists, and all meeting minutes will be made available to the organization.
9. At the discretion of the Central Committee, a majority vote will succeed in approving funding for a project, including stipends, to the project leaders. This vote is binding unless overturned by the General Assembly.
10. Any member of the Central Committee can be recalled by a super majority of the central committee as a whole, with a vote of all Central committee members minus one. Positions will be filled as per Article II.E.4.
11. Further additions to the role of the Central Committee are enumerated in **Appendix One** (below)

## F. Arbiters and Ad Hoc Grievances Committees

1. The General Assembly will elect two members – Arbiters – to be responsible for accepting formal complaints (grievances) and handling appeals. These individuals shall not be members of the Central Committee, nor the head of any project or other committee.
2. Any member of the General Assembly, or any committee or project, can approach one or more Arbiters at any time to help resolve an interpersonal conflict with any other member of Philly Socialists.
  - Informal discussions with the Arbiter(s), if they have not been lodged as a formal complaint, will be kept private and off the record.

3. At the behest of any member, an Arbiter can attempt to resolve any issue or conflict by consulting with all parties and coming to a mutually agreed upon resolution. If this does not work, it is the right of any individual to lodge a formal complaint (grievance).
4. After receiving a grievance, both Arbiters will then form an ad hoc Grievances Committee composed of five (5) randomly-selected members of Philly Socialists. The newly-formed committee will deliberate on the case with the guidance of the Arbiters with the purpose of making a recommendation. The Arbiters are not allowed a vote in these proceedings. Deliberation can be done in private, either in the presence of the Arbiter, or not, at the discretion of the Committee.
5. The ad hoc Grievances Committee will handle the case in the manner described below. The grievance and appeals committee can:
  - Determine the grievance has no merit. In this case the matter will be considered closed, unless the complainant wishes to appeal.
  - Determine if the grievance has merit. If so they may pass the case on to the General Assembly for final adjudication. The Committee may optionally make a recommendation as to the ruling, or not, at its discretion.
6. The Arbiters may be recalled for any reason, by a majority (50%+1) vote of the General Assembly.

## G. Standing Committees

Standing committees operate continuously to ensure the day-to-day functioning of the organization. New standing committees can be created, altered or disbanded by a majority vote of the General Assembly. Membership to a standing committee is voluntary. Members of a standing committee can be on other committees; however, the General Assembly may alter this rule once the organization is large enough.

Fundraising Committee

Outreach Committee

## H. Autonomous Groups / Campaigns / Projects

1. Autonomous Groups must follow the Constitution of Philly Socialists. However, Autonomous Groups are free to run their projects however they see fit, within the purview, scope, and values dictated by the General Assembly. Autonomous Groups are the lifeblood of the organization. Our projects are how we relate to the masses.
2. Project leaders (the leader of all AGs) will be chosen in the following ways:
  - Being appointed by a majority vote of the Central Committee.
  - By the gathering of a majority of signatures of members in good standing within the AG in question.
  - In the event that these two methods produce conflicting candidates, a General Assembly will be called, chaired by the Arbiters, to settle the question.

## I. Affinity Groups

1. Affinity groups are factions, caucuses, or groups of like-minded members or self-identified people. Affinity groups can be organized around political tendencies (e.g.

Marxist-Leninists, or anarchists), identity (e.g. women's caucus, people of color caucus), or common interests (e.g. sewing circle, archery afficiandos).

2. Affinity Groups do not have control over Philly Socialists resources, though they may organize to push resources to one or another project, or push to start new projects and autonomous groups, committees, etc.
3. Members of Affinity Groups are encouraged to notify all members of Philly Socialists of any pending meetings, and afford all members an opportunity to attend and participate in some manner.
4. Reports of the outcomes and subjects of such meetings to the full membership are encouraged.
5. Affinity groups are free to establish criteria for membership to the Affinity Group.

## J. Sanctions and Appeals

1. Any member can request a sanction against any other person or group. This request is vetted by the Arbiters via the means discussed in Article II.F above. The General Assembly is free to determine the process of sanctioning using the guidelines enumerated below.
2. An ad hoc Grievances Committee can institute a sanction. Any member or group can be sanctioned.
3. Sanctions against individuals function in the following ways:
  - a. Recall - Recall is a means to remove an elected or appointed officer from their position. Recall simply means that a vote is taken to ascertain whether another person should assume the position in question. If a recall is successfully pursued, a new election will be held for the position.
  - b. Removal - Removal removes the person from a group.
  - c. Expulsion - Expulsion means the person is kicked out of the organization. Expulsions can only be decided by the General Assembly. This is only done if someone has undertaken a serious breach of the organization's values.
    - i. Serious breach of organizational values includes, but is not limited to, the following:
      - Taking bribes or corruption.
      - Financial chicanery for personal gain.
      - Engaging in espionage against the group.
      - Practicing harassment or bullying based on, though not limited to, gender, sexual orientation, race, or religious affiliation.
      - Undermining in a serious way the trust of the masses in the organization.
    - ii. Serious breach of organizational values is not meant not include any of the following:
      - Publicly or privately expressing disagreement or dissatisfaction with the organization, organizational direction, or leadership
      - Advocating any given political line, tactic, policy, or strategy
4. An Autonomous Group can be sanctioned. Sanctions against groups function in the following ways:
  - a. Recall of any or all officers or members (to be replaced by sortition or election, as per the particular AG)
  - b. Individual members can be sanctioned (as above per above)
  - c. A particular AG can be disbanded.
5. Persons and groups who are facing sanction must be made aware of the charges against them, and given opportunity to defend themselves. Members facing expulsion and AGs facing disbandment are given one appeal.
6. Assistance should be given to help comrades overcome weaknesses and shortcomings, when possible. A deep sense of solidarity and understanding should undergird all actions.

## K. Relationship between Philly Socialists and sister organizations

1. The Central Committee is under obligation, based on the principle of free association (see Section II.B), to elect themselves and themselves alone to the Executive Board of Friends of Socialism.
  - a. Any Central Committee member who does not relinquish membership (upon a vote by the General Assembly, as per Section II.J) on the Executive Board of Friends of Socialism will be subject to immediate disassociation by the collective.
2. Autonomous Groups and projects that wish to incorporate separately are free to do so, in line with the protocols elaborated in this Constitution.

- a. In the event that a project decides to incorporate, members of an Autonomous Group or project are under obligation, based on the principle of free association (see Section II.B), to elect themselves and themselves alone to the Executive Board of the incorporated project.
- b. Members of an Autonomous Group or project who do not relinquish membership (upon a vote by the General Assembly, as per Section II.J) in the Executive Board of an incorporated project will be subject to immediate disassociation by the collective.

## Article III - The rights and responsibilities of members; reciprocal expectations and duties of the collective.

### A. Membership qualifications

1. Philadelphia Socialists seeks to end all forms of oppression. Membership is open to all persons. Philly Socialists will not discriminate based on individuals being identified as a person of a historically oppressed group.
2. Questions of fitness for membership will be determined by the General Assembly.
3. Prospective members are expected to adhere to the constitution, follow the values of the Philly Socialists, and sign a membership card expressing this conviction.
4. In addition, members are expected to pay regular minimum dues.
5. Members in good standing are expected to volunteer for the organization regularly, with a recommendation of two hours per month to be accounted annually. Attendance at meetings, socials, political education events, or leadership development events do not count toward this minimum, unless the member is filling some support role during that period, such as cooking or taking care of children.
  - a. There are a number of ways a member can fulfill their volunteer requirements, most prominently by being a part of a project. Additionally, flyer-ing, being part of the phone bank, translating, and other activities count toward the requirement.
  - b. Volunteer hours are to be tracked by the member. If a another member feels that someone is not fulfilling their volunteer requirement, they may request a sanction against the member in question by contacting an arbiter in the manner detailed in II.F.

### B. Rights of members and expectations of the collective.

1. Philly Socialists recognizes the rights of all peoples, as enshrined in documents such as the US Bill of Rights, the UN Declaration of Human Rights, as well as additional rights proclaimed or as yet unspoken.
2. Members in good standing are allowed to vote in any collective they are a member of – Congress, General Assembly, Committee, Autonomous Group or Affinity Group.
  - a. Philly Socialists functions on the principle of One Person One Vote.
  - b. Any member may move at any time for a secret ballot on any issue or motion as described above.
  - c. Members in good standing may be elected to any office for which they are eligible.
3. Members can expect to be provided with any and all information, relevant or irrelevant, by all collective institutions within Philly Socialists. All collectives are expected to make a good faith effort to provide as much information as possible about meeting times, minutes etc.
4. Members are allowed to join any collective which receives resources from Philly Socialists. Members may be denied membership in an AG if they are unable or unwilling to abide by the AG's bylaws. Participation may also be limited due to logistical issues,
 

e.g. too many people.

  - a. This does not apply to Affinity Groups, which are not allowed direct access to Philly Socialists resources. Members can be accepted into or rejected entry from an Affinity Group at the full discretion of members of the Affinity Group in question.
  - b. Affinity Groups are the space for factional caucuses, as well as caucuses based on identity.
5. Any member may apply at any time to the General Assembly to form an autonomous group and apply

for resources from Philly Socialists.

- a. Any member can at any time form an Affinity Group. However, there is the expectation that members will announce the formation of such an Affinity Group, and present as much information to the collective as possible.
  - b. Members have the right to file for recall, impeachment or expulsion of any officer(s) or any other member(s), as outlined above.
  - c. Demand a recount of a vote.
  - d. Request a re-vote if pertinent information was not brought up at the time of the initial vote.
  - e. Challenge a vote as unconstitutional.
  - f. File a complaint about the activities of an Autonomous Group. The Arbiters will look at the complaint, as detailed above.
6. Prospective members who are denied membership can appeal to an Arbiter.
  7. Appeal any decision to an Arbiter.
  8. Members have the right to be educated in the principles and practices of Philly Socialists. Members have the right to be fully informed of their rights and responsibilities as members, collective expectations for their behavior and the duties of the collective.
  9. Furthermore, members can expect that they will have access to whatever training that the organization has the resources to provide, be it technical training, leadership, mentoring, etc.
  10. Philly Socialists exists in order to create a better world, and members should expect their involvement to make them better off materially, ethically, and emotionally.
    1. Members' labor will not be exploited.
    2. Members have the right not to be harassed or pressured.
    3. Members' monetary contributions will be used in accordance with the Constitution.
  11. Philly Socialists recognizes that members may demand the codification of additional rights into the Constitution.
  12. Any perceived violation of any of these rights may be brought before the Appeals & Grievances Committee, and investigated, as above.
  13. We take it as a point of principle that people should be able to be involved in decision making and work regardless of space or distance.
  14. Members may also join and retain membership rights in other political organizations, provided that this is done in an open and transparent way, and that the values of the organization in question do not fundamentally contradict the values of Philly Socialists. Regardless of additional affiliations, all members are expected to uphold the responsibilities toward the collective listed below in III.C.

### C. Responsibilities of members and duties of the collective.

1. Abide by the values and guidelines of the organization. - Prospective members must affirm their commitment to the Statement of Values, and agree to abide by the guidelines set forth in the Constitution.
2. Dues.
  - a. Members of the organization are expected to contribute regularly to the sister organization Friends of Socialism (Philadelphia).
    - i. Individuals can contribute to Friends of Socialism (Philadelphia) and not be members of Philly Socialists.
    - ii. Regular contributions of Philly Socialists members to the sister organization Friends of Socialism (Philadelphia) will be referred to as dues.
  - b. Dues will be used to generate revenue for general operations (flyers, paper, printer cartridges, etc). It will also be used to fund our projects. Money will go toward the Free English Classes (making copies, tutor transportation, etc.). The organization will set priorities for spending, in what proportion, etc.
  - c. Dues are to be assessed at \$10 per month. If for any reason a member cannot pay the assessed amount, they are expected to pay \$1 or more per month. The remainder will be complemented from solidarity sponsorships paid by other members.
  - d. Dues can be paid in advance for an entire year, or monthly.
  - e. Middle class workers and individuals from financially privileged backgrounds should expect to contribute proportionally more to the organization than poor and working class people. If an individual makes over \$40K/year they should seriously consider donating \$1000/year to the

- movement.
- f. Open books of finances will be available to all organization members.
  - g. The Central Committee will be accountable to the movement and will be elected by the group. The Central Committee will be tasked with collecting dues and dispersing money in line with organizational directives and on organizational projects.
  - h. Voting on group policy and decisions will be contingent on being in good standing with the organization vis-a-vis the above membership requirements. Folks who do not want to contribute either time or money can be involved, but will not have voting privileges.
3. Members are responsible for keeping track of the hours they contribute to the organization.
  4. All members are expected to contribute to bettering the organization to the best of their abilities.

## Article IV - The Structure of democratic decision-making.

### A. Agendas

1. The General Assembly will elect a Chair to the Central Committee. The Chair is tasked with writing agendas for Central Committee meetings. Any Central Committee member, project leader, or committee leader may add an item to the agenda.
2. The Chair is tasked with writing agendas for General Assembly meetings. The Central Committee must approve all General Assembly agendas. Any member in good standing can add an item to the agenda, by contacting the Chair.
3. Agendas must be sent out before meetings. The agenda can be modified up until 24 hours before the meeting time. The group meeting must approve or reject the agenda at the beginning of the meeting.

### B. Minutes

1. A The Central Committee will take minutes of all meetings. The body must approve the minutes of the prior meeting at the beginning of every current meeting. Minutes will be made available to all members.

### C. Voting procedures

1. Any vote by the General Assembly will pass with 50% + 1 of votes cast. If a member does not wish to vote they may abstain.
2. At this time the General Assembly does not require any quorum; however, the General Assembly is empowered to create a quorum as necessary.
3. A request to fund a new project must be tabled for one meeting, unless a 2/3 majority vote is held, in which case funds can be dispersed to said project immediately.
4. A Majority and Minority opinion can be requested on any vote, by any member, at any time.
5. Members have all democratic rights enumerated in Article III.B, including the right to call for a secret ballot on any measure.

# Conclusion

We do not know the future. We admit our own ignorance. We place our hope in the transformative power of work and in the guiding principle of democracy. We take courage from the great acts of humanity, from our liberatory traditions, and from the capacity for creativity and decency which all human beings possess. We agree to abide by this Constitution as we work toward the transformation of our society.

# Appendix One

## Reorganization proposal for a task-centered approach (2017)

### **1. Hold open citywide mass meetings on a quarterly basis**

Philly Socialists will hold four citywide mass meetings meetings, open to members and non-members, where the entire body hears report-backs from the various working groups, and discusses pressing political issues before the organization

### **2. Host semi-monthly members-only strategy meetings**

Four to eight times a year, the entire body will assemble to debate and decide on the organization's political orientation, makes strategic decisions regarding time, effort, and resource allocation. These meetings will occur at least every other month. On months when there are open citywide mass meetings scheduled, the membership meetings will be held the same day as the mass meeting. The members-only strategy meetings will serve as the General Assembly of the Philadelphia Socialists, as per our organization's Constitution.

### **3. Term limits for Central Committee representatives**

We will institute term limits on Central Committee appointments. An individual shall not be on the Central Committee for more than six year-long terms cumulatively. This policy applies retroactively, to current and former CC representatives.

### **4. Responsibilities of cadre**

A cadre is a dues-current member who has been in the organization for at least six months and has attended a Camp Cadre training session.

Responsibilities of cadre are to recruit new volunteers and supporters, sign up new members for dues, and submitting monthly activity reports (can be done verbally at monthly cadre meetings).

In order to become cadre you must be responsible for keeping track of five members or supporters. A list of supporters will be furnished to each cadre at the monthly meetings, and Membership Engagement will keep track of how cadre are meeting their expectations.

Cadre can expect to be trained in the practice of one-on-one organizing meetings. Cadre are expected to engage in one-on-one meetings with their members on a monthly basis, i.e. one meeting with one member or supporter per month.

### **5. Host monthly or biweekly cadre meetings**

Philly Socialists will hold monthly or biweekly Cadre meetings, as needed. Cadre meetings are a the space for project leaders and branch conveners to meet, report back on the progress, “troubleshoot” their respective working groups, ask for help and resources, and plan out any logistical matters which can't be figured out within their respective working group meetings.

Cadre meetings will also serve as “troubleshooting” spaces for project leaders

Dues current members who are not heading projects or leading branches are also welcome, provided they show up ready to volunteer to take on some responsibilities; especially with membership engagement (see below).

At Cadre meetings, the assembled body will go name by name on the spreadsheet and make sure everyone is following up with their people and trying to figure out what is going with everyone..

Cadre are expected to attend at least half of these meetings (i.e. a minimum of six per year).

## **6. Host monthly Central Committee meetings**

Once per month, elected Central Committee meetings will convene to track and make decisions on the following areas of work:

- Recruitment and outreach: Making contact with new members, tabling, etc.
- Retention and development: Creating a sense of community through socializing, etc. as well as providing opportunities for political education and organizing training
- Fundraising and finance: Keeping track of income and expenditures, as well as raising money

## **7. Leadership ID and training**

Project leaders will work with the Central Committee to help ID potential leaders from among new members and volunteers, and ensure they are rapidly trained.

## **8. A task-based Central Committee**

The Central Committee will be enlarged to a number of no more than twelve (12) representatives. Every Central Committee representative will have a portfolio or set of responsibilities they will be charged with.

In addition to a larger, expanded Central Committee, we will remove the previous language which included branch representatives on the CC. Branch representatives will instead be expected to attend the monthly Cadre meetings, where they will convene with their counterparts and

Below are seven suggested CC positions:

### **a) Chair**

The Chair is the chief strategic advisor of the organization. The Chair has primary responsibility for scheduling and planning public mass meetings, cadre meetings, and Central Committee meetings.

They work with others on the Central Committee and among the branch and project leaders in order to compile agendas for meetings. They also send out mass emails for any organization-wide meeting (citywides, GAs, cadre meetings, CC, etc)

### **b) Treasurer: Director of Fundraising and Finance**

The Treasurer will keep track of the group's income and spending, and deliver monthly or bi-monthly financial reports (depending on the group's level of activity). The Treasurer will be responsible for taking care of the organization's taxes.

This individual will also keep an updated list of the dues current status of all members, with the aid of the Membership Coordinator. The Treasurer will add all new dues sign-ups into the Nationbuilder database and will notify the Membership Coordinator of new dues sign-ups.

The Treasurer is responsible for bottom-lining the annual fundraiser. In coordination with Communications Director, they will oversee the creation of an online Philly Socialists swag shop

### **c) Retention and Social Networking Director**

This individual ensures that regular social events are being organized both citywide and at the branch level.

The Director of Retention would organize one social event per month in a different part of the city. However, the Director of Retention is also encouraged to organize social events in neighborhoods where no branch currently exists.

Retention team will ensure there is quality child care available at all large events

Finally, in coordination with the Membership Coordinator and the project leaders, the Director of Retention will help project leaders ID potential new leaders and help to cohere a team around the existing project leaders.

### **d) Director of Political education and Cadre Development**

This individual leads a team responsible for planning and leading Camp Cadre new member orientations 2-3 times a year, as well as organizing skills trainings sessions on at least a quarterly basis.

In addition, this individual would lead a team to put together political education events on a monthly or bi-monthly basis (i.e. every two months).

This individual would be expected to have at least one year of project work on record within Philly Socialists prior to applying for this position.

### **e) Director of Recruitment and Outreach**

This individual is responsible for leading a team to table, flyer, and otherwise make contact with unorganized individuals who may be interested in joining Philly Socialists, and getting them to their first meeting. Their responsibilities would include:

- Reserving tables at festivals on a monthly basis. Calling members to staff tables. Getting new sign-ups to Director of Membership Engagement.
- Organizing monthly flyering runs
- They would also organize one general information meeting in a different part of the city every month.

In the event the general interest meeting is planned in a neighborhood which a branch operates in, the Director of Recruitment should work with the Branch Convener to organize the meeting. However, the Director of Recruitment is also encouraged to organize general information meetings in neighborhoods where no branch currently exists.

#### **f) Director of Communications and design**

This individual is charged with leading a team to write a monthly newsletter recapping the group's activities. They will prepare our media strategy and work to ensure our events are covered favorably in the press. They will designate individuals to handle our social media account(s).

In addition, this team would be charged with getting materials such as banners, buttons, stickers, t-shirts, etc. produced as needed. In coordination with the Treasurer, they would set up an online shop to purchase various swag.

They would be responsible for soliciting from our designers a new piece of propaganda once per month; usually a poster.

Crucially, this individual would also be charged with ensuring flyers, pamphlets, etc. are being produced and made available to the Recruitment and Outreach team, as well as any project, branch, or individual member who may need them for outreach purposes.

#### **g) Director of Membership engagement**

The team they lead is responsible for assigning a list of volunteers, members and supporters for cadre to follow up with on a monthly basis.

They follow up with members whose dues have dropped off, check in on them, and see if it makes sense for them to sign up again. In the event either that a member does not want to work with a given cadre or vice versa, either individual can consult with the Membership Engagement and/or the Arbiters to be reassigned. The Director of Membership Engagement will also be responsible for supervising database entry of new contacts, either directly or as part of a team.

The Director of Membership Engagement would work with Retention and Social Networking, project leaders, and Political Education and Development in order to cohere teams of trained and dedicated volunteers around the project leaders.

Finally, this individual would be tasked with creating (in coordination with the Political Education director) a new member packet, which will include: 1) a copy of the PS constitution and related documents, 2) t-shirt, button and/or other swag, 3) an invitation to the next Camp Cadre, and, 4) . The Membership Coordinator will promptly send new members the membership the new member packet.

#### **h) Secretary**

The Secretary is responsible for sending out timely minutes of meetings, as well as sending a monthly mass email detailing the activity of the organization.

This individual is also expected to support the Director of Retention and Social Networking to provide childcare at events, as listed above.

#### **i) Diversity Coordinator**

An individual who would make a special effort to ensure retention of women, people of color, and other historically oppressed groups.

#### **j) Project Liason / Designated Alternate**

This individual would be elected as an at-large position. They would be expected to attend CC meetings as an ordinary member, but would only cast a vote in the event of a tie.

This individual would also be responsible for convening monthly meetings of project leaders. These could be either [identical] with cadre meetings, or separate meetings entirely, as needed.

### **9. Leadership roles within the cadre body**

These are positions would head projects or working groups, but would not function as CC representatives, primarily because (unlike the CC) their functions are limited primarily to project work.

Leaders within the cadre body (and project leaders more generally) are strongly discouraged from serving on the Central Committee.

### **Arts & Agitation**

This individual assembles a team of cultural workers to infuse our collective organizing with the creative spirit of arts and culture. They are responsible for planning four cultural events per year, which may include but is not limited to: benefit shows, slam poetry nights, dance performances, film screenings, etc.

The Arts & Agitation team will make signs and banners for protests, and coordinate contingents at protest marches and rallies in cooperation with the director of Coalitions & Solidarity.

In addition, they are encouraged to bring arts and culture into our regular day-to-day organizing by facilitating activities such as:

- Soliciting slam poets to perform at meetings
- Organizing the painting of banners and other props for protests
- Creating makeshift drums for protest and finding people to play instruments
- Commissioning or writing street theater plays

### **Serve the People program director**

This individual will help branches start Serve the People programs, and maintain and coordinate these efforts.

The Serve the People director will recruit and guide an individual or team to write curriculum for free education programs, coordinate flyering to promote serve the people efforts, and ensure the different serve the people teams are in communication with each other.

### **Coalition and Solidarity**

Coalition and Solidarity concerns Philly Socialists relationships with other progressive and working class organizations, social movements, neighborhood associations, and activist and religious groups.

This individual will lead a dedicated team to prepare solidarity contingents for protest marches considered high priority, attend meetings of other groups, and build relationships with community and movement leaders. There will be an expectation that this individual and the working group will organize for and attend a minimum of four protest actions per year not organized by Philly Socialists, and a minimum of one meeting per month of an allied group.

### **Youth Organizer**

This individual leads a team to coordinate our organizing efforts among youth. Specifically they are tasked with helping the campus chapters recruit, retain, fundraise, win activist campaigns and engage in political projects. They are also tasked with incorporating high school students into the organization when feasible.

**IT/Web**

**Legal/Legislative**