



United FOR A
New
Economy



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ACTION

Position Announcement: Field Coordinator

Position Location: Denver Metro, Colorado

About UNE: United for a New Economy (UNE) is a multiracial community organization building people power in the cities surrounding Denver through community organizing, strategic research and civic engagement to create a thriving economy in Colorado. We believe a thriving economy includes livable wages, worker's rights, equitable access to dignified housing and the ability to live free of racism and fear. UNE's work is driven by focusing on the leadership development of community members to create a vision for their cities that empower them and their neighbors to address the issues that impact their daily lives. Organizers identify and recruit community members to identify local issues, implement strategic research strategies, and take public action to create change. UNE utilizes various strategies including power-based relational organizing, political education, policy development, issue advocacy, leadership development, civic engagement and coalition-building to achieve its goals. UNE believes that meaningful change happens through community members organizing their own communities, especially communities traditionally excluded from decision making and positions of leadership such as working families, people of color and immigrants.

Position Overview: The Field Coordinator will lead the implementation of UNE's relational civic engagement and deep canvassing efforts to advance ballot initiatives, legislative priorities and issue campaigns, as well as occasionally leading electoral programs for UNE's sibling organization, UNE Action. The Field Coordinator will design a program to integrate voter engagement into all aspects of our organizing, ensuring that our communities are the one's crafting a vision for a thriving Colorado, and holding our elected officials accountable to that vision at the federal, state, and local level. This is a senior level position which will report to the Executive Director and work closely with the Organizing and Deputy Directors.

Responsibilities:

- Recruit, train and retain a strong team of volunteers
- Establish and execute the programmatic vision and strategic direction of the deep canvassing program within the organization.
- Work with the Executive Director to build field plans, goals, evaluation and accountability systems

- Work with the Organizing Director to ensure field programs are strategically aligned with long-term organizing goals or strategy
- Develop curriculum and execute a training program for staff, membership and volunteers to build deep canvassing capacity
- Conduct coaching and training with staff and volunteers on best practices for canvassing, recruitment and retention
- Create tracking and reporting data systems for field programs
- Ensure that daily, weekly and monthly goals are met
- Assist with fundraising through timely program reporting
- Provide technical and training support to staff and members using VAN
- Manage 501(c)3 and 501(c)4 civic engagement field programs including: deep canvassing, persuasion, GOTV and electoral accountability
- Foster a team-oriented, supportive and accountable work environment at UNE

Desired Qualifications:

- At least 2 years or 2 campaign cycles of field experience
- Track record of success recruiting volunteers to participate in electoral or community organizing campaigns
- Experience working with low income communities and communities of color
- Excellent relationship-building skills with significant experience building and sustaining working relationships with grassroots community members
- Experience with canvassing, virtual phonebanks, predictive dialer and texting in volunteer operations
- Experience using VAN (Voter Action Network) and MiniVAN including creating universes to meet our goals, setting up virtual phonebanks and cutting turf
- Ability to develop and implement training curricula
- Ability and commitment to the development of leadership capacity among staff and members
- Familiarity with legal frameworks for 501(c)3 and 501(c)4 eligible activities and cost sharing practices
- Familiarity with Deep Canvassing preferred
- Bilingual in Spanish preferred
- Demonstrated commitment to racial and economic justice

The Field Coordinator will be based out of UNE's physical office in Commerce City, Colorado, with the expectation of conducting field work throughout the Adams County area. The Field Coordinator must have access to a car during working hours and is required to work evenings and occasional weekend hours.

Compensation: UNE is committed to racial and gender equity. To counter pay inequality and uphold internal parity, we use a nonnegotiable starting salary and benefits system. The starting

salary for this position is \$60,000. UNE gives uniform annual salary increases effective on the anniversary of the employee's date of hire.

UNE provides a competitive benefits package:

- UNE pays 100% of premiums for family health, dental, and vision;
- Generous paid time off including holidays, and vacation;
- Employer-matched retirement;
- Paid family leave and paid sick leave;
- Monthly cell phone stipend;
- Hybrid work environment

How to Apply: Interested applicants should send a cover letter, resume, and three work or school related references to Carmen Medrano, Executive Director at jobs@unecolorado.org

Position Open Until Filled

UNE is an Equal Employment Opportunity employer and actively recruits people of color, women, individuals with disabilities and members of the LGBTQ community are Strongly Encouraged to Apply