

**Organization:** Strategic Concepts in Organizing & Policy Education (SCOPE)

**Position:** Director of Programs

**Employment Type:** Full-Time, Exempt, Staff Position

**Position Description:**

As a key leader within the organization, the Director of Programs directs, develops, and manages SCOPE's community organizing, leadership development, integrated voter engagement and capacity building work. The Director is responsible for leading SCOPE's multiracial organizing strategies to advance community-led policy solutions and campaign outcomes, while building relationships and capacity among grassroots members, staff, and allies in the movement for social change. The right candidate is an experienced professional and natural relationship-builder, who leads with vision, integrity, and self-awareness.

**Organization Overview:**

SCOPE builds grassroots power in low-income communities of color to eliminate economic, environmental and racial disparities. Established in 1993 in response to the 1992 civil unrest in South Los Angeles, SCOPE's work is grounded in the needs and priorities of South LA residents, who are largely African American, Latinx, and immigrant, and live on the frontlines of pollution and poverty. As a membership-based organization, SCOPE plays a critical role in the movement for systemic change—organizing marginalized communities of color and poor and working-class residents to ensure that they have a powerful voice in the decisions that impact them. SCOPE organizes communities, develops grassroots leaders, builds alliances, and engages in strategic research and communications to advance policy solutions that shift power and resources to low-income communities of color.

**Essential Duties and Responsibilities:**

- **Mentor, develop, and supervise organizing and training staff** to effectively execute the following:
  - Grassroots Member Recruitment, including recruitment of new members through door-to-door outreach, house meetings, targeted outreach tactics, and organizing drives
  - Leadership Development of grassroots members that deepens their political consciousness and strengthens their organizing and public speaking skills
  - Capacity Building & Political Education of grassroots leaders, members, staff, and allies to develop a strategic analysis of: power, the use of legislative and electoral policy interventions, the corporate agenda, and issues of economic, racial and environmental justice
  - Campaign Development including: developing organizing strategy and tactical plans, coordinating campaign activities, organizing campaign actions, and representing the organization in meetings with policy makers, allies, and coalitions
- **Lead the collaborative development, execution, and evaluation of organizing and integrated voter engagement strategies** that build a powerful base of low-income people of color and advance campaign goals
- **Develop and maintain systems, tools, and materials** to support effective implementation of organizing and training staff's work plans and responsibilities
- **Build and maintain relationships** with key allies, funders, decision-makers, and coalitions, and represent SCOPE leadership in various network spaces, conferences, meetings, and hearings
- **Oversee and support curriculum development and training facilitation** on a variety of organizing and campaign-related topics at the local, regional, and national level
- **Support institutional fundraising and development**, including: identifying new streams of funding, assisting in proposal writing, tracking and reporting on grant deliverables, maintaining and building new relationships with training clients, and providing strategic direction to grow our fee-for-service training model
- **As part of SCOPE's Management Team, collaborate and coordinate with other SCOPE staff and departments** to support strategic planning, tracking of organizational and department goals, planning and leading staff meetings, and planning and executing organization-wide events

**Position Qualifications:**

- A demonstrated commitment to social justice and a strong understanding of the intersecting issues that shape material conditions in low-income communities of color, as well as their root causes

- 6+ years of experience in a progressive leadership role within labor, community or advocacy organizations
- 4+ years of successful experience training, mentoring and supervising staff and teams, with the proven ability to foster a healthy, balanced, and accountable environment for staff
- 4+ years of experience developing, leading and winning grassroots campaigns
- Experience with multiracial organizing models and power building strategies
- Excellent work planning skills, including development of monthly, quarterly, and annual plans
- Demonstrated success in motivating staff to meet and exceed their goals
- Communications skills must demonstrate maturity, integrity and respect for all people
- Proven ability to motivate members, staff, and allies to take action
- Excellent facilitation skills, active listener and able to synthesize and build collective knowledge
- Collaborative attitude and solutions-oriented approach
- Strong organizational and time management skills
- An understanding of the role of member-based organizing, as distinct from advocacy, activism, mobilizing, and voter engagement
- Knowledge of the issues affecting low-income communities in Los Angeles and the Los Angeles political landscape
- Excellent public speaking and presentation skills
- Strong data management practices and computer skills
- Familiarity with capacity building and strategy development tools and practices
- Must be willing to work extended hours, evenings, and some weekends
- Experience holding space for difficult conversations around race, language, and other topics
- Possesses sound judgement, mediation skills and familiarity with transformative justice principles
- Ability to speak and write in Spanish is a plus

**Employment Type:** This is a full-time, exempt position. Exempt employees are expected to work the appropriate and necessary time within reason in order to complete key assignments and related tasks on schedule.

**Compensation & Benefits:** Competitive salary range dependent on experience, fully paid benefits (health/dental/vision), 401k, generous vacation and sick time, professional development, and room to grow professionally. SCOPE is a values-based organization committed to challenging discrimination and oppression—people of color and people of diverse gender identities and abilities are strongly encouraged to apply.

**To Apply:** Send 1) cover letter, 2) resume, and 3) three professional references via email to SCOPE/HR at [info@scopela.org](mailto:info@scopela.org) | Please include “**Director of Programs**” in the subject line