**JOB ANNOUNCEMENT: DEPUTY DIRECTOR of CAMPAIGNS**

*Dynamic Opportunity to Build the Movement for
Economic and Racial Justice in the East Bay*

For more than 20 years, East Bay Alliance for a Sustainable Economy (EBASE) has been advancing economic and racial justice by building an inclusive economy in the East Bay based on good jobs and healthy communities. We address the root causes of injustice, including white supremacy and corporate control, by developing strategic alliances among residents, workers and people of faith to build power and win systemic change. Through our campaigns we develop the leadership and capacity of Black and Brown communities, low wage workers, and tenants. EBASE's current work includes campaigns for worker justice, equitable development and tenant rights in Oakland and Concord in Contra Costa County, as well as organizing through the Faith Alliance for a Moral Economy Initiative, a Tenant Organizing Pilot and the development of a civic engagement program in Concord. We have an effective and seasoned staff and engaged board who are committed to a bold vision of economic and racial justice and a transformational approach to organizing that creates strong solidarity among people of color, women, immigrants, queer folks, among others. EBASE is a founding member of the Partnership for Working Families national network.

**Position Summary: DEPUTY DIRECTOR of CAMPAIGNS**

The Deputy Director of Campaigns partners with the Executive Director and Campaign Directors to ensure the overall success of EBASE’s campaigns and program work. The Deputy Director of Campaigns is principally responsible for supporting campaign strategy development; coordinating across campaigns to ensure effective use of EBASE strategies and resources; and supervising and developing the skills of campaign staff and teams. In partnership with the Executive Director and Associate Director, the Deputy Director of Campaigns supports organizational planning towards a transformational vision, translating EBASE's long term vision into concrete and effective campaigns, and supporting fundraising and the success of the organization as a whole. The Deputy Director of Campaigns is a management-level staff position, supervising multiple staff, including the Oakland Senior Campaign Director, the Contra Costa Senior Campaign Director and the Director of the FAME Iniatitive. The Deputy Director of Campaigns reports to the Executive Director.

**Campaign Strategy and Program Coordination**

The Deputy Director of Campaigns oversees and supports the development and refinement of campaign strategies and organizing plans as well as the effective coordination of campaigns across teams:

* Support campaign teams to develop and execute ambitious, effective plans that bring together a range of strategies utilizing EBASE's comprehensive campaign model.
* Provide accountability and troubleshooting with teams to adjust plans in real time. Support campaign directors in identifying opportunities to build new alliances or to try new tactics.
* Share responsibility with the Executive Director to coach and support all leads through issues with political, organizing, policy, and other campaign-related matters.
* Provide leadership to ensure effective use of EBASE strategies and resources across campaigns and identify gaps for growth. Identify opportunities for cross organization strategies, such as research analysis, narrative development or organizing that support multiple campaigns
* Maintain knowledge of policy issues, partnerships and movement alliances related to EBASE’s campaigns.

**Supervision and Leadership Development**

* Supervise and support the leadership development of 3 to 6 program staff, including Campaign Directors. Conduct weekly check-ins, troubleshoot workplans, conduct evaluations, and create leadership development plans.
* Provide leadership to Campaign Directors to lead campaign staff and manage effective teams to support learning, strategic and creative thinking, collaboration, and robust accountability.
* Ensure that proper systems, infrastructure, resources, and lines of accountability exist to implement program goals and execute campaign strategy. Monitor balance of workload to existing capacity among campaign teams.
* Identify needs and opportunities for coordinated training among EBASE staff.

 **Organizational Leadership**

* Partner with Associate Director to develop and conduct all-staff retreats for planning & reflection.
* Oversee the development and assessment of campaign team goals using SMARTIE framework. Support teams in identifying learning edges, experiments, impacts and lessons.
* Collaborate with the Executive Director and Associate Director to lead the development of an organizational long term agenda. Translate vision into concrete campaigns leading to long-term impact.
* Partner with ED to ensure fundraising aligns with campaigns and that campaigns fulfill fundraising commitments. Participate in Funder meetings and contribute to grant reports and proposals.
* Serve as a member of the management team; foster a culture of respect, teamwork, and professional growth and ensure organizational policies are clear and effective.
* Oversee campaign budget developments as part of the annual budget process.
* Participate in Board Development by preparing quarterly campaign reports and identifying opportunities to engage board members in program strategy development and trainings.

**Organizational Development and Personal Administration**

* Participate in regular staff meetings, planning retreats, and internal trainings.
* Support EBASE “all hands on deck” requests including mobilization support, phonebanking, civic engagement and other activities.
* Maintain personal organization systems (files, calendar, and document retention).
* Complete reimbursements, timesheets and lobbying reports.

**Experience and Abilities Needed:**

* At least 7 years experience with increasing leadership roles, campaign and supervision experience with organizing, advocacy or labor organizations.
* **Commitment** to social, economic, and racial justice movements. Experience working with low-income communities of color, related to workers’ rights, immigrant rights, or tenant rights.
* **Organizational leadership:** Models a high bar for performance; operates with the best interests of the organization and commitment to our mission in mind.
* **Builds Relationships:** Builds strong relationships and trust with individuals from a wide range of backgrounds, including board members, staff, and allies.
* **Commitment to Leadership Development & Supervision:** Excited about and skilled in leading others. Strong supervisor with the capacity to support the leadership development of others.
* **Smart on Strategy:** Experience with campaigns and using a variety of strategies to build leverage to win. Excellent strategic thinker with an ability to assess complex situations, develop effective strategies, distinguish tactics from strategies, and identify creative and resource-effective ways to advance transformational campaigns and movement building.
* **Proactive Problem Solving:** Proactively develop solutions to challenges, looking at teams' big-picture progress and impact and flagging potential challenges in the organization overall.
* **Flexibility:** Ready to take advantage of unexpected opportunities; adapt quickly as things change. Ability to work well in a team and independently, and to take initiative as well as direction.
* **Organization:** Excellent personal organization, time management, attention to detail and ability to prioritize effectively. Self-motivated, accountable and willing to learn new techniques and skills.

If you don’t meet all the criteria above but still feel your experience could be a good fit for the role, please apply. We recognize that candidates who don’t check every box can still add value to our team.

### Work Environment:

Like all EBASE staff, this position will generally work from home during shelter-in-place. In the future, this position will be based out of the Downtown Oakland office.

### Compensation and Benefits:

The salary range for this position is between $80,000 - $90,000 (depending on experience), as well as an annual cost of living adjustment dependent on budget. EBASE contributes 3% - 6% of employee salary towards the 401(k) retirement plan and provides additional benefits valued at roughly $25,000 per year. This includes fully paid employee health insurance (medical, chiropractic and acupuncture) generous vacation, sick leave, personal days, and holidays, and training and professional development opportunities. EBASE provides an excellent working environment that encourages teamwork and recognizes high-quality work.

### How to Apply:

To apply, please email a cover letter, resume, and 3 references to search@workingeastbay.org. Please send documents in Adobe pdf format, with “Deputy Director” in the subject line.

Preference to applications received by March 26, 2021. The position is open immediately and will be open until filled.

EBASE is an affirmative action employer, and strongly supports the social goals of affirmative action. We therefore make special efforts to recruit individuals from groups that are historically under-represented in professional environments, or that suffer broader societal discrimination.