



Position Description

Worker's Justice Project (WJP)

Position Title: Workers' Rights Organizer (Organizer)

Status: Full-time

FLSA Classification: Exempt

Reports To, Bensonhurst Center Director, Adriana Escandon

Supervises: N/A

Organizational Description

[Worker's Justice Project](#) (WJP) was founded in 2010 to address the racial and economic injustices that day laborers face by building collective power to win institutional change. WJP runs a long-standing worker's center in South Brooklyn and organizes female day laborers in Williamsburg through our Women's Economic Justice Initiative. We promote justice and opportunity for low-wage immigrant workers in New York City by pushing for systematic enforcement and expansion of workplace protections, including labor and occupational health and safety standards; advocating for industry-specific efforts to improve working conditions; offer skills-building training to workers in health & safety and industry-specific areas; and educating immigrant communities about their rights in the workplace and how to exercise those rights. Workers Justice Project is a fiscally sponsored project of [TSNE MissionWorks](#).

Position Overview

The Workers' Rights Organizer (Organizer), based in Bensonhurst, Brooklyn, is responsible for outreach, recruitment, and retention of WJP worker members. The Organizer provides strategic leadership in the development of organizational base building plans, enlists WJP members, leaders and volunteers in these movement building efforts, and trains and supports members in developing their leadership roles in the movement. The organizer plays a predominant role in planning, developing and carrying out organizing campaigns.

The Organizer is responsible for developing employment opportunities and for workforce development trainings and program management through marketing and outreach to recruit prospective and retain current employers. The Organizer is also responsible for dispatching workers to jobs and for organizing workers into committees that inform, maintain and further develop the local hiring hall and workforce development programs. The Organizer also engages workers in Workers Justice Project's organizing campaigns, program and worker leadership development, and plays an important role in applying and serving as a model of the principles of the workers and their organizations, those being *unity* and *membership-based growth*. The position requires travel periodically as well as some evening and weekend work.

Essential Job Functions

Workforce Development Trainings, Program Management, & Outreach

- Based on collective observations and historically identified needs, work with team members to scope, plan, develop, implement, and document workforce development trainings and programming, which include: job skills trainings, vocational trainings, workforce preparation, pre- apprenticeship referrals, life skills workshops, financial literacy, occupational health and safety trainings, and English language instruction.
- Coordinates and maintains day laborer job skills trainings programs (i.e. painting, carpentry, sheetrock) with worker leaders and community partners.
- Incorporates popular education and teaching methodologies into the trainings and workshops.
- Develop and execute processes and a schedule to monitor all workplaces who employ members, to ensure safe workplace standards are practiced at all times, and fair wages are being paid on an ongoing basis.
- Where concerns are identified, initiate and lead WJP's efforts to achieve a timely and mutual resolution in compliance with all with applicable statutes, laws and policies.
- Manage employer relations with businesses and property owners to ensure that the employers and their laborers and domestic workers become and remain engaged with the Day Laborer Center.
- Create and implement job development strategies to enhance opportunities for stable employment for day laborer and domestic worker through marketing and direct outreach to potential and current employers.

Hiring & Job Dispatch

- Work in collaboration with other WJP staff, Center Directors, and worker leaders to create and implement a work plan of activities that is supportive of the overall objectives of the hiring site.
- Facilitate employers, domestic workers, and day laborers in negotiating work agreements in an organized and respectful manner.
- Ensure adherence to the rules and procedures accorded by the general assembly.

- Advocate directly with employers for the needs and rights of domestic workers and day laborers.
- Remember that, there's no right or wrong answer and work with honesty in mediating and resolving conflicts between domestic workers, day laborers and employers.
- Provide initial response and/or efforts to triage and resolve each situation, event, problem and/or conflict that occurs at the site. Work with team members to create and execute plans for resolution to these matters.

Advocacy, Leadership Development & Social Justice Organizing

- Serve as a lead staff Organizers to engage workers and members in organizing campaigns for Worker's Justice Project (WJP).
- Convene and facilitate committees, meetings and general assemblies with workers as needed.
- Facilitate dialogue and education for day laborers about their legal rights and responsibilities.
- Work in collaboration with staff and member leaders to develop and promote leadership and empowerment of day laborers and other workers.
- Work in collaboration with staff and member leaders to implement a new membership structure for WJP, which will unify and strengthen the membership-base.
- Promote democratic decision-making processes.
- Maintain and nourish positive community and public relations with visitors to the workers centers including: police, neighbors, volunteers, the press, medical and legal representatives and other institutions including churches, unions, and local businesses.
- Conflict resolution - The Organizer must be adept in identifying, managing, aiding and facilitating both internal and external conflict resolution.
- Organize and engage members and others in direct action organizing.

Administration

- Oversee and maintain data management and record keeping and prepare weekly and monthly activity and data reports.
- Answer phones and field calls when at the worksites.
- Provide interpretation/translation of job requirements for laborers and worker members.
- Participate in weekly staff meetings and all other relevant meetings.
- Perform other responsibilities as needed.

Qualifications

- Competent knowledge of social media, computer operations (Google Apps, Word, Excel, etc.) and equipment operation such as copiers, fax machines and telephones.
- Proficiency with Microsoft office software (Microsoft Word, Excel, Mail, etc.)

- Administrative and organizational skills necessary to carry out job description responsibilities.
- Deep dedication to the leadership of directly affected people.
- A belief in peoples' ability to change the world.
- The ability to work under pressure.
- Love of teamwork and a good team player while working in a collaborative work environment.
- Community organizing and popular education training.
- Ability to work effectively with people from a broad range of backgrounds including knowledge of and commitment to immigrant rights and social justice.
- Strong written and verbal communications skills in English and Spanish.
- Strong meeting facilitation skills.
- Dedication and ability to work a flexible schedule including early morning hours and some Saturdays.
- A commitment to WJP's mission, vision and values and our workers and worker justice.
- Familiarity and direct experience working with community and immigrant workers, and/or 2-5 years' labor organizing experience.
- Basic knowledge of New York State and Federal labor and employment laws.
- Excellent people and relationship building skills.
- Ability to manage multiple projects at the same time.

Additional this information

This is a full-time, exempt position. Generous benefits, including medical and dental, sick days, and vacation benefits. Salary is commensurate with experience. The position requires travel periodically as well as working some nights and weekends.

To Apply

Applicants should submit 1) a resume, 2) a cover letter describing their qualifications and interest in this specific position, and 3) two professional references relevant to this position.