

Hey Community!

ALP is hiring 5 Outreach Organizers and 1 Data Entry Associate for our TransJustice Brick by Brick Campaign. During this upcoming November 2020, we will be conducting a story gathering and base-building drive and are looking for people who can work with us to do digital relational organizing.

AUDRE LORDE PROJECT

DIGITAL CAMPAIGN CANVASSER & DATA ENTRY POSITIONS

Temporary Positions available Monday, October 19th 2020 - Friday, December 4th 2020

The Audre Lorde Project (ALP) is a Lesbian, Gay, Bisexual, Two Spirit & Transgender Gender Non Conforming (LGBTSTGNC) People of Color center for community organizing, focusing on the New York City area. Through mobilization, education and capacity-building, we work for community wellness and progressive social and economic justice. Committed to struggling across differences, we seek to responsibly reflect, represent and serve our various communities.

TransJustice (TJ) is a community organizing group by and for people who identify as Trans and Gender Non Conforming people of color (for example people who identify as Trans, gender non-conforming, gender variant, gender deviant, butch lesbians, drag queens, bi-gendered, Two-Spirit, drag kings, femme queens, A.G., genderqueer, non-gendered, andro, crossdressers, gender-benders, etc.) TransJustice works to mobilize our communities and allies into action on the pressing political issues we face.

TJ's Brick by Brick Housing Campaign is a campaign to ensure and increase access to safe, affordable, long term housing for all Trans and Gender Conforming People of Color in New York City.

TJ Brick by Brick Housing Campaign's Base-Building & Story Gathering Drive | This Fall, our ALP family (TJ core members, volunteers and paid staff) will perform digital intensive outreach to the folks in our personal community networks and within our database as a collective effort to (a) gather stories about people's experience securing safe long term housing and (b) to educate our neighbors -- from Trans and Gender Non Conforming folks of color, family members of TGNC POC, landlords and community members -- about the housing needs of TGNC POC New Yorkers.

We are looking for folks to fill the following temporary positions:

DIGITAL CAMPAIGN CANVASSER & DATA ENTRY POSITIONS

Temporary Positions available Monday, October 19th 2020 - Friday, December 4th 2020

Lead Digital Canvasser (\$16/hr)

This position reports to the Co-Director of Programs & TransJustice Coordinator.

Responsibilities:

- Supervise canvassers and volunteers, including training, technical support and coordination of canvasser's team meetings
- Coordinate and conduct digital outreach strategy
- Coordinate and properly record all data from phone-/text banking and other media outreach
- Establish necessary action items with the TJ Coordinator

Qualifications:

- Understanding of and commitment to ALP's organizational mission and guiding principles
- Working knowledge of issues facing TGNC POC, LGBTSTGNC and POC communities
- Ability working with multi-racial, multi-ethnic, multi-gendered, and intergenerational communities
- Ability to work with communities of varying abilities and commitment to maintaining accessibility across all program areas
- Outreach, canvassing and phone banking experience
- Excellent interpersonal and communications skills

This is a temporary position for up to 8-10 hrs a week during November 2020.

Flexible hours - including evening and weekends - are a must.

Mandatory digital training will occur in late October 2020.

How to Apply:

Applications will be accepted on a rolling basis until Monday, October 12th at NOON. All applications should include:

1. A cover letter stating your interest in the position and your qualifications
2. A resume
3. An answer (in 2-3 sentences) in the body of your e-mail message:
How would you describe your work style while working from home? What needs do you anticipate you might have while working from home?

Please ONLY send applications online to the TransJustice Program Coordinator:

rumi@alp.org

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DIGITAL CAMPAIGN CANVASSER & DATA ENTRY POSITIONS

Temporary Positions available Monday, October 19th 2020 - Friday, December 4th 2020

Digital Canvasser (4 positions open) (\$15/hr)

This position reports to the Lead Canvasser.

Responsibilities:

- Phone/text-bank to outreach to community members in personal networks and our wider base of folks who
- Identify people to tell their stories that are well suited to the campaign
- Support volunteers with canvassing and phone banking, including technical support
- Diligently record all information from canvassing, phone/text-banking, and other actions
- Complete summary form of each canvassing session to be shared with the Lead Canvasser

Qualifications:

- Understanding of and commitment to ALP's organizational mission and guiding principles
- Working knowledge of issues facing TGNC POC, LGBTSTGNC and POC communities
- Ability working with multi-racial, multi-ethnic, multi-gendered, and intergenerational communities
- Ability to work with communities of varying abilities and commitment to maintaining accessibility across all program areas
- Excellent interpersonal and communications skills

This is a temporary position for up to 8-10 hrs a week during November 2020.

Flexible hours - including evening and weekends - are a must.

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3. An answer (in 2-3 sentences) in the body of your e-mail message:
How would you describe your work style while working from home? What needs do you anticipate you might have while working from home?

Please ONLY send applications online to the TransJustice Program Coordinator:

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DIGITAL CAMPAIGN CANVASSER & DATA ENTRY POSITIONS

Temporary Positions available Monday, October 19th 2020 - Friday, December 4th 2020

Data Entry Associate (\$15/hr) |

This position reports to the Co-Director of Programs & TransJustice Coordinator.

Responsibilities:

- Gather outreach information from relational organizing and phone/text-banking
- Meticulously enter all data into Excel database
- Generate qualitative lists of supporters to inform the shape of our base
- Upload Excel database into CiviCRM Database

Qualifications:

- Understanding of and commitment to ALP's organizational mission and guiding principles
- Working knowledge of issues facing TGNC POC, LGBTSTGNC and POC communities
- Ability working with multi-racial, multi-ethnic, multi-gendered, and intergenerational communities
- Excellent understanding of Excel and experience entering data and working with data sets
- Familiarity with Twilio (peer-to-peer mass texting application) a plus

This is a temporary position for up to 8-10 hrs a week during November 2020.

Flexible hours - including evening and weekends - are a must.

How to Apply:

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