



WESTERN REGIONAL ADVOCACY PROJECT

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The Western Regional Advocacy Project is hiring an Organizing Director. WRAP supports our core members by providing organizing tools and research for them to use in their anti-criminalization and housing campaigns as well as coordination to build a regional /national movement together and strengthen connections of WRAP's priorities with broader racism, classism, neo-liberal capitalism and criminalization campaigns. This position is full time (40hrs week) and will manage full member calls once a month. Per WRAP's equal pay policy, the salary is \$45,000.00 to \$50,000.00 (DOE) year with vacation, health and dental.

Responsibilities:

1. Check in with members on regular basis to track campaigns, offer assistance and inform each member group what other groups are doing/learning and messages/strategies they are using.
2. Staff workgroups and core member meetings: (a) Send out reminder notices with all necessary materials beforehand, (b) create agendas, (c) write up minutes and distribute to members.
3. Maintain ongoing & updated work plans for members and staff.
4. Create and maintain a list of "next steps" for WRAP staff.
5. Coordinate the logistics/materials for legislative, litigation and organizing efforts
6. Assist with research projects
7. New member screening and recruitment
8. Maintain media contact lists, and draft press releases when necessary
9. Write at least one article per month that connects our members work to each other
10. Coordinate logistics/direct action for Face to Face meetings
11. Represent WRAP at community forums/conferences (Tabling/powerpoint presentation,etc)
12. Manage campaign endorsements & contact lists and add to newsletter list
13. Ensure all organizing and research materials on the Website are up to date
14. Meet monthly with supervisor (executive director), take minutes at bi-weekly staff meetings

Our office is in the Mission District of San Francisco. To learn more contact Paul Boden at pboden@wraphome.org

WRAP was founded in 2005 by local social justice organizations across the West to bring about real systemic change. We are building a multi-issue, multi-racial and social justice-based coalition which brings organizations together across the local–national divide, thus giving us the strength and experience to make ending poverty and homelessness a national priority.

P.S.: We invite you to take a tour of our website (www.wraphome.org) grab some amazing artwork and/or our book!! You can also sign up for our monthly newsletter and become a monthly donor