



## **JOB DESCRIPTION: PROGRAM AND CAMPAIGN DIRECTOR – TENANTS TOGETHER**

Tenants Together, California's statewide organization for renters' rights, seeks and Program and Campaign Director. This is a full-time, exempt position that can be based in anywhere in California.

### **About Tenants Together**

Tenants Together is a coalition of tenants, tenant organizations and other allies committed to fairness and justice for California's 18 million tenants. Formed in 2008, Tenants Together is California's only statewide renters' rights organization, working to improve the lives of California's tenants through education, organizing and advocacy. Tenants Together is a 501(c)(3) nonprofit organization. For more information about Tenants Together, please visit our website, [www.tenantstogether.org](http://www.tenantstogether.org).

### **Position Description**

Tenants Together seeks an experienced Program and Campaign Director to develop and implement strategic campaigns for tenant rights. The position will supervise regional coordinators (Northern, Central, and Southern California Coordinators), plus the Counseling and Volunteer Coordinator (1 FTE at this time but may increase to 2 FTE sometime next year). Additionally, the Program and Campaign Director will lead organizational membership efforts, including recruitment, retention, and technical assistance. Finally, this position will represent Tenants Together in national coalitions, including Homes For All/Right To The City. This position is an exciting opportunity for an experienced supervisor and program director who wants to be a key part in building a strong statewide tenant rights movement in California. The position reports to the Executive Director.

### **Job Responsibilities**

Specific duties include:

- Develop and implement strategic campaign plan to advance tenant rights.
- Supervise, train, and support regional coordinators.
- Lead organizational membership efforts, including recruitment, retention, and technical assistance.
- Lead and coordinate TT participation with national partners, Homes For All/Right To The City.
- Represent TT at meetings, hearings, rallies, etc.
- Identify potential allies and build coalitions in support of tenant rights.
- Assist with drafting op-eds, position papers, campaign updates, blog posts and e-blasts and other key material to support tenant rights campaigns.
- Maintain detailed records, track activities and outcomes, and compile reports as needed for grant reporting in collaboration with Development Director.
- Collaborate with other staff, including Development Director, Communications/Legislative, Operations/HR coordinators and the Executive Director.
- Attend weekly all-staff meetings and team meetings.
- Some evening/weekend work required.
- Other duties as assigned by the Executive Director.

### **Qualifications**

- Leader who can develop and implement campaign plans statewide.

- Minimum five years' experience, including supervisory experience and experience leading strategic campaigns.
- Fluent Spanish/English or other languages a plus.
- Demonstrated commitment to advancing economic justice; housing/tenant experience preferred.
- Passion for tenant rights.
- Highly organized person, with strong attention to detail.
- Strong writing, public speaking, and interpersonal skills.
- Ability to multi-task with multiple projects proceeding simultaneously.
- Ability to inspire and motivate people to action.
- Coalition builder who can work with diverse constituents and allies.
- Computer and internet savvy, including familiarity with online organizing strategies, working remotely, and remote team management.
- Team player who takes initiative; must be able to work independently and collaboratively.
- Media experience a plus.
- Flexibility to work evenings and weekends as needed

### **Salary and Benefits**

This is a full-time position commencing as soon as possible. Salary is \$60,000, plus medical benefits, paid holidays, vacation time, sick time, access to FSA/Commuter benefits, and cell phone stipend.

### **How to Apply:**

Please submit cover letter and resume by mail and/or email (electronic attachments must be in PDF or Word) **by 10/16/20** to:

Adolfo Echeverry  
Operations and HR Director  
Tenants Together  
474 Valencia St #156  
San Francisco, CA 94103  
[adolfo@tenantstogether.org](mailto:adolfo@tenantstogether.org)

*Tenants Together is an equal opportunity employer. We believe our work must be centered in and led by the most marginalized people in our society. We strongly encourage applications from BIPOC, LGBTQ+, people from poor and working-class backgrounds, people with disabilities, women, and other marginalized communities.*