



## **Centro de Trabajadores Unidos—United Workers' Center**

9805 S. Ewing Avenue, Chicago, IL 60617

Office (773) 720-7111

<http://www.centrodetrabajadoresunidos.org>

### **ORGANIZING DIRECTOR JOB DESCRIPTION**

#### **ORGANIZATION SUMMARY**

Centro de Trabajadores Unidos: United Workers' Center (CTU) is a grassroots community organization & worker center based on the Southeast Side of Chicago and South Suburbs that was founded in 2008 after a group of immigrant and non-immigrant workers organized against unfair labor practices at a local factory. CTU strives to build power among low wage workers and advance systemic change to stabilize low-income immigrant communities and communities of color. CTU works at the intersection of immigration and labor & employs grassroots, community organizing model to advance social, economic and racial justice by addressing the root causes.

#### **POSITION DESCRIPTION**

The Organizing Director leads CTU's grassroots efforts to empower immigrant and low-wage workers, build community leadership, and advance economic and social justice through strategic campaigns. Centro de Trabajadores Unidos: United Workers' Center (CTU) seeks a full-time salary Organizing Director. This position is salaried with Blue Cross Blue Shield of Illinois health insurance, workers' compensation insurance, and generous benefits including paid vacation and paid sick leave. Financial compensation ranges between \$65,000-\$72,000. This position has a 3-month probation period and will be on-site at the Chicago/Suburban office, 9805 S Ewing Ave, Chicago, Illinois.

The Organizing Director will collaborate with the Organizing Team to do outreach to low-wage workers and immigrant brothers and sisters, to and coordinate campaign strategy and organizational leadership activities. This position reports to the Associate Director. The ideal candidate will have a proven ability to foster coordination and collaboration in community settings. They will be committed to developing strong relationships with organization members and organizational leaders to build power and leadership and develop and implement local workplace campaigns that advance social, economic and racial justice.

#### **RESPONSIBILITIES**

- Lead CTU's grassroots organizing efforts to empower immigrant and low-wage workers on Chicago's Southeast Side and South Suburbs of Chicago
- Build and nurture strong relationships with community members, leaders & partner organizations
- Recruit, supervise, train, and mentor a team of organizers, volunteers & emerging community leaders
- Plan and execute campaigns that advance workers' rights, immigration & community power ● Collaborate across CTU programs—including worker cooperatives, parent engagement, after school & legal support—to maximize impact
- Measure and evaluate organizing efforts to track progress, highlight successes & inform strategy ● Represent CTU at public events, coalition meetings, and policy tables, amplifying the voices of the communities we serve
- Attend CTU's weekly staff meetings, organizers' meetings and other organizational meetings
- Maintain and update all relevant databases & reporting systems
- Assist in creating and leading organizing plan with program staff and others
- Cultivate and support the leadership of CTU membership through training and practice, developed in collaboration with member-leaders and CTU organizing teams

- Work closely with the Organizing Team to increase outreach and new membership engagement
- Support organization fundraising efforts



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- Other duties as assigned

### **PREFERRED QUALIFICATIONS**

We're seeking candidates who excel in relationship-building, are self-motivated, and have strong organizing and management skills.

- 6+ years of experience in community organizing, labor organizing, or social justice campaigns, preferably with immigrant or low-wage worker communities
- Three or more years of supervisory experience
- Two or more years of policy advocacy experience
- Proven experience leading and managing teams of organizers, volunteers, or community leaders
- Experience designing and implementing successful grassroots campaigns
- Strategic thinker with strong problem-solving, project management & analytical skills
- Innovative, creative and strong interpersonal skills
- Excellent written and verbal communication ability
- Technology proficiency
- Bilingual in English and Spanish
- Driver's license and reliable access to a vehicle

### **ABOUT THE ORGANIZATION**

Centro de Trabajadores Unidos (CTU) is a grassroots organization on Chicago's Southeast Side and south suburbs that empowers immigrant and low-wage communities to build collective power, defend their rights, and create lasting alternatives. Through worker cooperatives, community organizing, leadership development, and advocacy, CTU advances economic, racial, and social justice to ensure dignity, equity, and opportunity for all.

### **HOW TO APPLY**

Candidates are encouraged to apply as soon as possible. Please send a cover letter and resume to [kgonzalez@ctu-iwp.org](mailto:kgonzalez@ctu-iwp.org). Email subject line should read: "Organizing Director Application: [Applicant's Name]". Applications will be reviewed on a rolling basis.

*Centro de Trabajadores Unidos (CTU) is an equal opportunity employer. CTU believes that all people are entitled to equal employment opportunity and does not discriminate on the basis of race, color, ethnicity, gender identity & presentation, religion, age, national origin, citizenship, physical or mental ability, sexual orientation or parental status.*