

**NEW MEXICO LEAD ORGANIZER JOB DESCRIPTION**

**New Mexico Caregivers Coalition- an NDWA Affiliate**

**Job Title:** New Mexico Lead Organizer  
**Position:** Full-time  
**FLSA Status:** Exempt  
**Reports To:** Director of Local Care Worker Organizing & New Mexico Caregivers Coalition ED  
**Salary:** \$65,000  
**Work location:** Albuquerque or Las Cruces regions

**Position Summary:**

**The National Domestic Workers Alliance** ([www.domesticworkers.org](http://www.domesticworkers.org)) is the leading voice for the country’s 2.5 million nannies, care workers, and house cleaners, and organizes domestic workers across the United States for respect, recognition and labor standards. We work to guarantee labor protections for domestic workers by winning legislation at the local, state, and national levels and elevating domestic workers as key leaders in building a powerful movement for social and global justice. The Alliance formed in 2007 and currently represents 74 affiliate organizations and local chapters in 36 states and 17 cities.

**The New Mexico Caregivers Coalition (NMCC)** was created to enhance and promote family and professional direct care workers, supporting their professional development and advancing issues of importance to the field of long-term and direct care. The New Mexico Caregivers Coalition advocates for and provides training to caregivers, while providing the space and opportunity for family and professional caregivers to define and advocate on topics of importance to them – be it higher wages, better benefits and workplace supports, recognition, professional networking or training/education. NMCC has attracted over 4,500 agencies and individuals to its cause of enhancing and promoting the professionalism and image of direct caregivers, supporting their professional development and workplace issues through networking, legislative and administrative advocacy, and educational and job advancement.

**The New Mexico Lead Organizer** will focus on launching a formal organizing project within the NMCC and growing a new base of agency-employed and other publicly-funded direct care workers. They will lead outreach and basebuilding work across the state, develop partnerships with institutions to enhance recruitment efforts, and engage existing NMCC contacts in a worker organizing program to build out a strong movement of care workers in New Mexico. They will be responsible for designing and executing a membership program, and holding monthly activities like trainings, membership meetings, and political education to develop new leaders and engage them in campaigns to increase state investment in home and community-based services and secure higher standards for the direct care workforce. The Lead Organizer will also develop and execute activities to further the goals of NMCC’s campaigns and work with organizational partners to win on legislative and administrative priorities. The Lead Organizer will be directly supervised by NDWA’s Director of Local Care Worker Organizing who will support them in developing this new program along with a comprehensive organizing strategy. They will also work closely with the NMCC’s executive leadership and to oversee a team of paid, contracted basebuilding staff to accelerate outreach efforts.

### Primary responsibilities:

- Co-create and implement an outreach plan to reach agency-employed and publicly funded home care workers in New Mexico using NMCC's contact registry, along with digital and offline tools
  - At least 50% of the Organizer's time will be spent in the field, conducting outreach and building community institutional relationships to generate new contacts and members
- Regularly input new contacts, field interactions, and track member participation into appropriate database
- Conduct regular follow-up communication with new direct care worker contacts
- Supervise a team of temporary and part-time base builders to expand reach, cultivate new contacts, and build a robust membership of engaged direct care workers across the state
- Work closely with NMCC's executive leadership and organizational partners on legislative and/or administrative campaigns to transform overall care delivery system and secure higher standards for the direct care workforce
- Develop worker leaders who can facilitate membership meetings, lead chapter programs, and support with outreach activities
- Identify and provide support for new worker leaders in organizational campaigns
- Identify and cultivate new partnerships with ally organizations in New Mexico
- Engage NMCC members in national NDWA campaigns and other national opportunities
- Represent NMCC in national NDWA spaces
- Additional responsibilities as needed

### **Qualifications:**

- Minimum 4 years experience in grassroots community organizing, with an emphasis on labor organizing, racial justice, immigrant rights, and/or base building
- Highly motivated individual with a passion for engaging multiracial, low wage communities and developing the leadership of domestic workers
- Strong relational skills and ability to connect, engage, and inspire community members
- Experience with supervision and managing a team
- Excellent interpersonal skills and ability to work with people from diverse backgrounds and cultures
- Strong and effective communicator
- Must have a valid driver's license and access to a vehicle (driving to in-person outreach and meeting locations is required)
- Experience developing and executing leadership development programs
- Experience with meeting facilitation and popular education training
- Basic computer skills: (i.e. Google Suite, Excel, PowerPoint, Zoom, database programs)
- Ability to work some evening and/or weekend hours as part of their regular schedule
- Ability to work well with a team and motivate others to take action
- Excellent time & project management skills
- Knowledge of issues affecting women of color, Black, and/or undocumented domestic workers nationally and locally

Preferred but not required:

- Fluency in Spanish and/or Diné
- Familiarity with the domestic worker sector- especially home care
- Familiarity with labor, racial justice, and other progressive movements in New Mexico
- Proficiency with technology for remote communications, meetings, webinars, project management
- Experience with database management for organizing

**Women, People of Color, People with Disabilities and LGBTQ people, and people with direct personal experience with domestic work are strongly urged to apply.**

Applications will only be accepted electronically. **Please email a cover letter and resume to Adrienne Smith at [adrienne@nmdcc.org](mailto:adrienne@nmdcc.org).** Please include a daytime phone number where we can contact you. This position will remain open until filled.

\*\*\*