

## SEIU Local 73 Job Posting

### **Title: Political Director**

The Political Director is responsible for developing and implementing the political and legislative programs of SEIU Local 73, providing opportunities for broad participation from rank-and-file union members. The Political Director works closely with the President and other top officers and senior staff of the union, and supervises another staff person.

### **Key Duties and Responsibilities**

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The successful candidate will be expected to:

#### Oversee All Electoral Work:

- Work with various stakeholders, including rank-and-file union members, top officers, the International Union and State Council to develop and manage the process of evaluating candidates and organizations' requests for political endorsements and financial support.
- Coordinate Local 73's involvement in federal, state and local races, including independent expenditure and member communication programs, recruiting staff and members to canvas, phone bank, and engage in other efforts to support endorsed candidates.
- Coordinate the union's involvement in other political campaigns, including voter registration and issue campaigns.
- Brief staff on the Local's political program and goals.

#### Coordinate the Union's Legislative Program:

- Serve as the principal point of contact for all legislative work; engage elected officials, labor, and community to support the union's issues and campaigns.
- Serve as a registered lobbyist for the union, monitor bills and give input to legislative bodies.
- Advocate for our members in the annual budget process in state and local governments where union members work and live.
- Draft legislation on behalf of the union and work with elected officials to pass the legislation.
- Participate as the Local 73 representative in strategic coalitions and on labor councils and strategic issue campaigns with other unions and community organizations.

### Engage Member Leaders in the Political and Legislative Agenda of the Union:

- Staff a Political Engagement Committee of rank-and-file union members who vet candidates for endorsements and help determine the political and legislative priorities of the union
- Work with field staff to develop and run campaigns to increase member COPE contributions and recruit members for lobby days and electoral work

### Serve as a Key Strategic Partner with the Rest of the Union Leadership Team:

- Develop and monitor COPE and political department budgets.
- Prepare research reports as needed for background; prepare for and participate actively in campaign strategy meetings; develop messaging for political communications.
- Delegate responsibility and manages assigned political staff.
- Train staff to move the political and legislative agenda of the union to the members, develop member leadership in political and legislative work, support turnout, issue development, and visibility/power.
- Other work as assigned

### **Job Qualifications and Requirements**

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- At least 5 years' experience in political or policy work, with experience running departments, campaigns, or initiatives.
- Degree in political science, economics or related field, or equivalent work experience.
- Know and understand the political structures and key players in Illinois at the state, county, and local levels.
- Know and understand public employee policy including public budgeting, education, health care, and pensions.
- Experience with the following types of organizations is highly significant: labor unions, progressive issue advocacy organizations, community organizations, political campaigns and elected officials, employer/union relations.
- Thorough knowledge of federal, state, and local campaign finance rules and regulations and lobbying rules.
- Ability to develop and implement comprehensive political plans.
- Ability to maintain respectful, professional relationships with union members, stewards, co-workers, the union leadership and workers the union is organizing.
- Excellent independent judgment and attention to sensitive situations and relationships.

- Commitment and capacity to maintain the highest level of integrity, judgment, confidentiality and discretion in managing union information and resources.
- Demonstrated ability to manage multiple projects simultaneously and meet deadlines.
- Experience in developing staff.
- Communicate effectively both orally and in writing with elected officials and with community organizations, members, and other staff
- Strong computer skills; experience with union databases systems for inputting and tracking organizing targets preferred.
- Personal commitment to the mission and goals of SEIU Local 73.
- Excellent oral and written communication skills.
- Moderate in-state travel and occasional overnight travel.
- Strong personal planning and time management skills, ability to develop and carry out work plans with minimal supervision, and ability to work with people from diverse cultures and backgrounds.

### **Working Conditions**

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The position is based in the Chicago headquarters of the union and will report to an Executive Vice President.

A cell phone, driver's license, reliable vehicle and automobile insurance are requirements of this position. Cell phone and car allowance is provided.

Long and irregular hours frequently required.

The position includes a competitive salary based on experience and a package of benefits that includes paid holidays, vacations, fully paid health benefits including health, dental, vision and prescription drug benefits. All staff in the union are participants in a defined benefit pension plan fully paid by the employer.

The Local does not pay for travel or relocation expenses.

This position is a confidential, supervisory, managerial, exempt, non-bargaining unit classification.

### **Background**

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With nearly 30,000 members and growing, SEIU Local 73 has a proud history of raising standards for workers and their families. The Local represents service, technical and

professional workers primarily in the public sector in Illinois and Indiana who are employed in state government, local government, school districts, publicly funded social service agencies and colleges and universities.

Local 73 is committed to bettering the lives of working people through organizing workers to create a powerful voice on their job to win fair wages, meaningful benefits, a sustainable retirement and job protection.

SEIU Local 73 is affiliated with the Service Employees International Union (SEIU) with nearly 2 million members in the US, Canada and Puerto Rico. Local 73 is united with those 2 million members in a shared belief in the dignity of workers and the value of their work and in a commitment to a more just and humane society.

### **To Apply**

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Interested applicants should submit a cover letter with salary requirements and resume to the Hiring Committee at [careers@seiu73.org](mailto:careers@seiu73.org).

Interviews will begin the week of March 15, 2021 and continue until the position is filled.