

TCADP North Texas Outreach Coordinator Job Announcement

Job Title: North Texas Outreach Coordinator
Position Type: Part-time (25 hours/week)
Reports To: TCADP Executive Director

Position Description:

The Texas Coalition to Abolish the Death Penalty (TCADP), based in Austin, is the only professionally staffed, statewide advocacy organization dedicated solely to ending the death penalty in Texas. We seek a motivated and experienced outreach coordinator to develop and implement a campaign aimed at reducing use of the death penalty in Tarrant and Dallas Counties.

The outreach coordinator will identify and engage community leaders – including clergy, law enforcement, and civic/political leaders – as well as reach out to key constituencies, decision makers, and organizational allies. He/she will mobilize TCADP members and supporters in the area to take strategic actions that advance the campaign and shift public opinion on the death penalty.

The coordinator can be based anywhere in the Metroplex and will work from home. Part-time hours are flexible but will require some evenings and weekends. The position will require travel throughout the Metroplex and at least quarterly trips to Austin. Expenses for out of town travel will be covered by TCADP; a reliable mode of transportation is necessary.

Responsibilities:

- Reach out to faith leaders, interfaith/ecumenical coalitions, and religious communities – including but not limited to leaders and churches within the North Texas Conference and Central Texas Conference of the United Methodist Church – to organize educational events and activities
- Reach out to other key constituencies (faith communities, political and civic groups, conservatives, law enforcement, surviving family members of murder victims, and communities of color)
- Forge alliances with community, civic and religious groups by attending coalition meetings and events; recruit new Organizational Affiliates
- Arrange meetings with key stakeholders and decision makers in Dallas and Tarrant Counties
- Organize speaking events featuring voices of experience on the death penalty issue (murder victims' survivors, death row exonorees, former prosecutors, and the families of individuals on death row or loved ones who have been executed)
- Monitor capital murder cases and convictions in Dallas and Tarrant Counties
- Collect endorsements on TCADP's Interfaith Statement of Opposition to the Death Penalty and Statement of Support from Current and Former Elected Officials
- Increase TCADP's capacity in the region by recruiting new members and supporters, including donors
- Support and engage TCADP members in the area in strategic activities, including events leading up the 2016 elections (town hall meetings, candidate debates, open houses, other forums)
- Assist the Executive Director in taking advantage of ripe political and media moments, as appropriate
- Represent TCADP in public forums, including coalitions, community groups, and various public speaking engagements
- Provide regular written and verbal reports to the Executive Director

Qualifications:

- Strong personal commitment to abolishing the death penalty in Texas
- Bachelor's degree
- At least two years organizing or other relevant experience, preferably in North Texas
- Excellent verbal and written communication skills; ability to speak Spanish is a plus
- Experience with electoral or legislative campaigns and/or involvement in city or county government affairs
- Demonstrated experience working with community leaders
- Ability to manage details, initiate projects, solve problems and follow through with a minimum of direct supervision
- Experience working with a variety of constituencies, particularly faith communities and political groups
- Self-motivated and able to work with a team
- Ability to work evenings and weekends

Salary and Benefits:

\$25,000, includes health insurance stipend

Minimum commitment: One year. Position funding secured for one year with potential to expand.

Application Process:

Applications will be accepted and reviewed from June 24 to August 17, 2015. Phone interviews will take place with 5-7 candidates in early September; 2-3 final candidates will be invited to participate in an in-person interview in North Texas in mid-to-late September.

The target start date is October 1, 2015 (negotiable).

To apply: Email résumé, cover letter, a short writing sample (two pages or less), and three references to TCADP Executive Director Kristin Houlé at khoule@tcadp.org by **Monday, August 17, 2015**. The subject line of your email should be your last name – NTX Outreach Coordinator. In your cover letter, please indicate where you learned about this job opening.

TCADP is an affirmative action/equal opportunity employer and encourages qualified individuals of every race, creed, ethnicity, disability, sexual orientation, and gender identity and expression to apply.