

**Texas Coalition to Abolish the Death Penalty Job Announcement**  
**June 2021**

**Job Title:** TCADP Deputy Director  
**Position Type:** Full-time/salaried  
**Reports To:** TCADP Executive Director

**Position Description:**

The Texas Coalition to Abolish the Death Penalty (TCADP), based in Austin, is a statewide advocacy organization dedicated solely to ending the death penalty in Texas. We seek a motivated and experienced Deputy Director to work hand-in-hand with TCADP's Executive Director to advance the organization's mission and carry out day-to-day operations, including membership engagement, strategic communications, fundraising, program development, coalition building, and advocacy campaigns.

The Deputy Director can be based anywhere in Texas, although strong preference will be given to candidates who live within 200 miles of Austin. The position will require some evenings and weekends as well as the ability to travel throughout the state as needed.

This is an excellent opportunity for someone with a background in organizing, public policy, campaign work, or issue-based advocacy to gain leadership experience with a statewide non-profit organization. The Deputy Director will build on TCADP's impact on changing the death penalty landscape in Texas over the past 25 years and will work with a diverse array of individuals who are dedicated to the cause of ending the death penalty.

**Preferred Experience and Qualifications:**

- Strong personal commitment to abolishing the death penalty in Texas and addressing systemic racism in the criminal legal system
- At least five years' experience with community organizing, issue-based advocacy, campaign work, or relevant non-profit experience in Texas. This can include experience in any of the following areas:
  - > Working with communities of color and/or organizations that represent people of color and system-impacted individuals
  - > Connecting and collaborating with organizations designed to reform the criminal legal system or organizations designed to fight for racial justice
  - > Working with a variety of constituencies, particularly faith communities or civic/political groups, community leaders, and people from diverse racial, ethnic, spiritual, and socioeconomic backgrounds to advance a campaign or change public policy
  - > Working on electoral campaigns, at the state legislature, or with local government
  - > Event planning, including trainings, conferences and webinars, and public education events

- > Managing volunteers and engaging grassroots members
- > Fundraising, including grant writing and major donor outreach
- Strong verbal and written communication skills; fluency in speaking and writing Spanish is a plus
- Knowledge and understanding of Texas's political landscape
- Strategic thinker; flexible and tenacious; creative and entrepreneurial
- Self-motivated and able to work with a team
- Ability to manage details, initiate projects, resolve problems, and follow through on assigned tasks with minimal direct supervision

**Responsibilities include but are not limited to:**

- Engage key constituencies (political and civic groups, faith leaders, conservatives, law enforcement, surviving family members of murder victims, and communities of color) to advance abolition of the death penalty
- Develop relationships and partnerships with local and state organizations engaged in criminal justice reform
- Forge alliances with community, civic, and religious groups and participate in local coalitions focused on racial and social justice
- Arrange meetings with key stakeholders and decision makers at the local and state level to communicate concerns about the death penalty and cultivate support for abolition
- Represent TCADP in public speaking engagements
- Build TCADP's capacity by engaging members and fostering local grassroots leaders
- Work with the Executive Director to design and implement legislative and other advocacy campaigns
- Participate in fundraising and development activities, including meeting with donors, membership development, and grant writing
- Design and implement programs and evaluate progress in meeting the objectives set forth by the TCADP strategic plan
- Produce resource materials, social media and website content, press releases and media pieces, newsletters and action alerts, etc.
- Assist with administrative duties, volunteer and intern supervision, and other internal organizational functions

**Annual Salary:** \$55,000

**Target Start Date:** October 1, 2021 (negotiable)

**Timeline:** Applications will be accepted until July 23, 2021. Initial interviews will take place in early August; finalists will be invited to an in-person interview in Austin in mid-August.

**To Apply:** Email résumé and cover letter to TCADP Executive Director Kristin Houlé Cuellar at [kristin@tcadp.org](mailto:kristin@tcadp.org) by **Friday, July 23, 2021**. The subject line of your email should be your last name – TCADP Deputy Director. In your cover letter, please indicate where you learned about this job opening.

TCADP is an equal opportunity employer. It is committed to a diverse, inclusive, and equitable workplace. TCADP encourages applications from all qualified individuals without regard to race, color, religion, gender, sexual orientation, gender identity or expression, age, national origin, marital status, citizenship, disability, veteran status and record of arrest or conviction, or any other characteristic protected by applicable law. People with direct experience with the criminal legal system are strongly encouraged to apply.