

## **HAWA Democracy Organizer**

Starting salary is \$40,000.00/year; negotiable if experienced.

Start Date: ASAP

Reports to the Education & Outreach Director

Description: HAWA's Democracy Organizer will play an essential role in building democracy power within Milwaukee's Hmong and Southeast Asian community by leading impactful grassroots campaigns, coordinating election outreach and education activities in the lead up to elections, as well as building up the civic leadership and political analysis community and young leaders.

The Democracy Organizer will be responsible for:

- Collaborating with the Directors to plan, organize, and carry out all HAWA Civic Engagement programming as well as Gender Justice issue-based campaigns.
- Managing a team of paid canvassers and volunteers to perform door-to-door voter registration/voter education and/or phone banking in the lead up to important elections.
- Leading voter registration and voter education activities at HAWA's events and site-based tabling.
- Participating and supporting coalition and partnership work both locally, state-wide and nationally
- Building and managing a Milwaukee Southeast Asian (SEA) community base building list to engage and activate potential HAWA champions, relational organizers, volunteers and community members.
- Assisting in coordinating community programs and gatherings that support HAWA's civic engagement goals
- Engaging regularly with opportunities for Civic Engagement professional development hosted by HAWA's partners, funders, as well as state and national organizations.

### **Skills and Qualifications**

- Commitment to HAWA's work and values around social, racial and gender justice
- Fluent in English, bilingual/bi-literate in a Southeast Asian language strongly preferred
- Strong motivation (a self-starter), strong organizational skills, and adaptability
- Strong written, verbal and interpersonal communication skills
- Basic computer skills such as typing, internet and Microsoft Office
- Ability to work well in a team and independently with minimal supervision
- Access to reliable transportation
- Flexible schedule; some evenings and some weekends

If interested in applying, please email cover letter and resume to HAWA at [staff@hawamke.org](mailto:staff@hawamke.org).

HAWA is an Equal Opportunity Employer and does not discriminate on the basis of race, gender, sexual orientation, dis/abilities, or religion. Southeast Asian womyn, lesbian, gay, bisexual, and transgender folx are strongly encouraged to apply