

## ***Organize for Global Justice Full-Time!***

### **Director — Minnesota Fair Trade Coalition**

MNFTC seeks a Director to oversee all aspects of MNFTC's programmatic and organizational development, as well as to conduct organizing and legislative advocacy in neighboring states. Responsibilities include grassroots lobbying and public education; developing and maintaining membership; coalition building; fundraising; event planning; media work; public speaking; financial oversight, and all administrative duties associated with running a non-profit organization. The qualified candidate will have the skills to grow and maintain the MNFTC, including a background in issue advocacy, coalition building, fundraising, media relations and grassroots lobbying.

Formed in 1991, the Minnesota Fair Trade Coalition (MNFTC) is a coalition of over forty labor, environmental, family farm and community-based organizations working together to stop the expansion of NAFTA-style trade agreements and to promote a positive vision for international trade. MNFTC educates, organizes and mobilizes Minnesotans to participate in trade policy debates and advance social and economic justice. Our one-person staff also supports similar organizing in neighboring states on behalf of the Citizens Trade Campaign (CTC), a national coalition with the same goal of promoting fair trade. More information about our work is available at: <http://mnfairtradecoalition.org/> and <http://www.citizenstrade.org/ctc/>

### **Principle Responsibilities**

#### *MNFTC Organizational Development*

- \* Support and maintain the MNFTC steering committee, convene monthly meetings
- \* Build relationships with and increase participation from member organizations and other supporters
- \* Conduct targeted outreach to potential members to build the coalition
- \* Develop and execute a fundraising plan to supplement existing dedicated funds

#### *MNFTC Education and Communication*

- \* Coordinate educational programs around trade with member organizations and the public
- \* Communicate with coalition members and supporters about issue developments and the coalition's work
- \* Prepare monthly membership e-newsletter. Send action alerts as needed.

#### *Trade Advocacy for MNFTC and CTC*

- \* Organize and implement campaigns on trade legislation in Midwestern congressional districts
- \* Mobilize member organizations and individual supporters to take action
- \* Coordinate contact with Minnesota's Congressional delegation and other elected officials
- \* Build public actions including rallies, town hall forums, call-in days, etc.
- \* Generate newspaper stories, op-eds, radio coverage and media visibility
- \* Stay on top of national and local trade policy developments
- \* Coordinate regularly with our national partners

#### *Regional Organizing for CTC*

- \* Convene and provide support for the Wisconsin Fair Trade Coalition steering committee, primarily via conference call
- \* Work with our national partners to build relationships with and increase participation from organizations and individuals in Illinois (occasional travel required)

### **Qualifications**

Only highly-organized self-starters should consider applying. A successful candidate will:

- \* Have a deep commitment to and passion for social and economic justice
- \* Work well independently and show a high level of initiative
- \* Have previous organizing experience

- \* Have experience working with volunteers and developing leadership
- \* Have strong communication skills and basic experience with public speaking and writing
- \* Be able to manage a budget and make decisions regarding cash flow
- \* Be comfortable working with labor unions, environmental groups and family farm organizations
- \* Fluency in languages beyond English is a strong plus
- \* Be willing to travel and occasionally work flexible hours

**Location & Compensation**

This position is based in Minneapolis and is full-time. The annual salary is \$30k and provides for healthcare insurance. Salary may be increased after the first year based on fundraising capacity.

**To Apply**

Please send a resume and cover letter to [shunter@mnaflcio.org](mailto:shunter@mnaflcio.org) as soon as possible. We will consider resumes until the position is filled. No calls please.