



Asian American Field Organizer

Location: Southeastern Pennsylvania (Philadelphia or the Philadelphia Suburbs)

Reports to: Political Director

Salary: \$40,000-\$45,000 based on experience

Term: Until November 15th, 2020

The Asian American Field Organizer is a full-time non-exempt position, funded through November 15th, 2020.

The position will be remote until we reach a point in the COVID-19 emergency when best practices allow for in-person contact, and at that point **could** require travel throughout Southeastern Pennsylvania.

Who we are: The Asian Pacific Islander Political Alliance's (API PA) mission is to build long-term power for APIs in Pennsylvania, by coordinating political, electoral, and legislative work to hold our elected officials accountable, engaging in culturally competent and linguistically accessible direct voter contact with our communities, and building solidarity with other aligned communities of color across the state.

We operate primarily in South Asian, Korean, Chinese, and Vietnamese communities, and are the first and only political organization directly advocating for the needs of Asian and Pacific Islanders in Pennsylvania. We won't stop until our people have political power and our communities have everything we need to be safe, healthy, and strong - and we're excited to work with you to make that happen.

Asian American Field Organizer: Reporting to the Political Director, the Asian American Field Organizer will implement API PA's short-term basebuilding and electoral strategies to build power in and for Asian communities in Southeast PA, with an emphasis on the Philadelphia suburbs. The person in this role is responsible for building relationships with Asian community leaders, recruiting and managing volunteers, managing direct voter contact activities, coordinating issue organizing around community priorities, and anything else needed to advance the cause of building Asian power in Pennsylvania.

Duties and Responsibilities:

- Identify, educate, persuade, and mobilize Asian voters in PA about progressive candidates and issue priorities
- Manage volunteer or paid voter contact efforts for Asian voters in PA
- Recruit for, plan, and participate in a range of 501(c)(4) grassroots advocacy activities in Southeast PA, such as supporter recruitment, member engagement, and campaigns

- Identify local issue campaign opportunities; Coordinate and track outreach and leadership development activities for API PA's Asian members and volunteers
- Build intentional relationships with Asian communities, organizations, and leaders who can support cross-collaboration efforts with API PA
- Maintain activist database (The VAN) to track supporters, volunteers, and events, and use data to identify strategic ways to engage supporters; Ensure quality and timely data entry, management and reporting
- Serve as an organizational spokesperson as necessary to the media, to the community, and on social media

Qualifications:

- There is no formal education requirement for this position. Ideal candidates will have at least one year of experience in a related role.
- Experience operating in and/or organizing Asian communities
- Commitment to the mission and values of API PA
- Demonstrated ability to think on your feet and grow quickly in your role, including the ability to adapt to new technology and platforms
- Ability to juggle multiple priorities and prioritize work to meet demands of fast-changing environments.

Preferred, not required:

- Ability to work well with a team and maintain flexibility in a fast-paced organizing environment.
- Conversational grasp of at least one Asian language
- Familiarity with the dynamics of Asian communities in the Philadelphia suburbs
- Electoral experience, as staff or a volunteer
- Regular access to a car and valid driver's license

To Apply: Email info@apipennsylvania.org and cc mohan@apipennsylvania.org with the subject line "Asian American Field Organizer" and at least **two** of the following attached:

- A resume
- A cover letter
- A bullet-point list of your relevant experience and skills, including paid and unpaid labor and life experience
- A 2+ paragraph statement describing why you wish to work for API PA, what makes you the ideal candidate for this position, and what building Asian Pacific Islander political power means to you.

The position will be open until filled. Applicants will be reviewed on a rolling basis. API PA is an equal-opportunity employer and does not discriminate against an employee or applicant for employment on the basis of race, color, religion, sex, national origin, age, disability, veteran status, marital status, sexual orientation, gender identity or expression, or any other characteristic protected by applicable law.