



Deputy Director Job Description

Title: Deputy Director

Posting: December 2021

Closing Date: Position Open until filled

Type: Full time

Location: Denver / Aurora Colorado

Supervised by: Executive Director

About the Organization

Colorado People's Alliance (COPA) is a racial justice, member-led organization dedicated to advancing and winning progressive social change locally, statewide, and nationally. COPA builds power to improve the lives of all Coloradans through leadership development, organizing, and alliance building.

Our work is conducted through a racial justice lens because we understand that systemic oppression is the root cause of the issues we work on. We believe that those who are closest to the pain should be the ones leading the work for change, which is why we have a member-led model to ensure our community leads our work.

COPA works on Economic, Climate, and Immigrant Justice issues. We are fighting for clean air and safe drinking water, for the dignity and humanity of all immigrants regardless of color and/or status, and for an economy that works for all of us, not just corporations.

Position Summary

COPA is seeking a Deputy Director to advance our mission and organizing for climate, economic, and immigrant justice forward. The Deputy Director will work with the Executive Director hand in hand to lead COPA and our sister organization Colorado People's Action (CPA) into their next phase and to continue to build power with those most directly impacted by our issues. The Deputy Director will work on internal organizational functions, support the issue campaigns, electoral politics work, policy campaigns, coalition and ecosystem work, fundraising and be an ambassador for the organizations. Other projects as assigned and needed.

We are looking for a passionate individual that is ready to join our team and grow our organization.

Qualifications

- Have deep understanding and commitment to a racial justice framework
- Have deep understanding and commitment to gender equity
- Minimum of 4 years of full-time, professional experience working in a non-profit organization

- Demonstrated ability to lead multiple projects at once and handle multiple demands
- Experience leading and managing a diverse team
- Excellent interpersonal skills and ability to build genuine relationships with community members, allies and elected officials
- Strong mobile communication skills and computer skills
- Two years of experience in grassroots fundraising
- Two years of experience in building relationships and working with foundations
- Experience in working and managing coalition spaces
- Experience in policy work
- Experience in electoral politics work
- Flexibility to work outside normal business hours that include evenings and weekends
- Demonstrated ability to manage details and track information
- Versatile team player who can work with others and on their own
- Access to reliable transportation
- Strong public speaking and facilitation skills
- Ability to work under pressure and meet deadlines

Compensation

This position is a full-time position. COPA offers a comp time policy, generous vacation package and sick days. We offer mileage reimbursement, cover 100% of health, dental and vision insurance. Annual salary starts at \$75,000 a year and it is based on experience.

How to Apply

Send resume, cover letter and three references with the subject line "Deputy Director Application" to lizeth@coloradopeoplesalliance.org. Position is open until filled.