



## **JOB ANNOUNCEMENT:**

Membership Organizer - Center for Media Justice (CMJ)

Remote Position based in Bay Area, South, Midwest, Southwest

**Applications due:** Open until filled

## **The Opportunity:**

Do you believe in the power of networks to build effective movements? Are you intrigued by how they work and enjoy learning and experimenting with how best to organize them? Are you passionate about racial, economic, and media justice?

The Center for Media Justice (CMJ) is looking for an experienced organizer with a passion for collaboration to cultivate the relationships and support the sustainability of the Media Action Grassroots Network (MAG-Net). MAG-Net is the largest racial justice network for media, technology and cultural change in the US. With 100 local and national member organizations, MAG-Net ensures racial and economic justice organizations a seat at local, state, and national media and technology policy tables and a voice in decisions about our digital future. A network of this size, scale, and ambition thrives with dedicated attention to member engagement. The Membership Organizer will be responsible for targeted growth of the Network and designing and implementing programs that provide great benefit to members and spur their collaboration.

## **The Team:**

The Network Organizing Team at CMJ is a newly established, creative and passionate group working across the country to facilitate communication, connection, and collaboration within the Media Action Grassroots Network (MAG-Net). Network Organizing Team members work alongside the Campaign Team staff to mobilize network members and supporters for media justice campaigns. As a key leader within the Network Organizing team, the Membership Organizer will co-design and deliver member outreach, support and programming.

## **Key Responsibilities:**

- Provide visible and dynamic support to members of our national Media Justice Network as their primary point of contact at the Center for Media Justice, and in speaking engagements and funder meetings as appropriate.
- Design, lead, and engage staff, board and network members in strategies to recruit and retain eligible and influential racial, economic and media justice organizations for membership in a national media justice network, based on priorities set forth in a strategic plan.
- Support or implement membership operations including the management of all files, platforms and systems associated with membership, processing of membership applications and renewal appeals, invoicing of membership dues, and new member orientation events that ensure all organizational contacts at incoming member organizations are familiar with the benefits, responsibilities and rules of membership.

- Design and deliver network member programming including a member benefits program offering discounts on training and related opportunities, member convenings, cohort activities, and capacity building events and tools.
- Track, assess and report on membership engagement using accurate and up-to-date member data via Salesforce CRM, and use data to steward relationships with member organizations and their lead contacts through regular email and phone outreach, based on membership growth indicators.
- Promote the work of member organizations, key leaders and the network at large through a regular membership update blog, as well as regular social media posting, website content and other content strategies.
- Maintain a working knowledge of best practices and trends associated with membership services, alliance building, basebuilding and social justice network development.
- Attend meetings of the organization and the network as appropriate including staff meetings, retreats, network member convening, and other organizational and network events as appropriate.
- Completes all other assignments as assigned by the Network Strategies Director.

#### Required Skills, Experience, and Abilities

- 3+ years experience in organizing or leading networks or coalitions
- Consummate relationship builder, deep love and ability to skillfully represent the Network and our members and supporters
- Experience managing other staff to be successful
- Strong writer and inspiring speaker
- Bold and innovative leadership approaches operationalized with consistent follow through and achieving tangible outcomes

#### Preferred Skills and Experience:

- Familiarity with media justice organizations, networks, leaders and issues
- Experience in training, capacity building, and curriculum development
- Experience with Wordpress, Salesforce, Basecamp, Nationbuilder and Cision.

#### **The Position**

The Membership Organizer is a 40 hour/week, full-time exempt position that manages the Media Action Grassroots Network's activities, maintenance, and growth. The position leads membership education, recruitment and convening, alongside special projects in support of the MAG-Net. Significant travel may be required. Salary is between \$60,000 - \$66,000 DOE with full medical, dental and vision benefits, optional 401(k), a substantial vacation package, and a quarterly personal wellness stipend. *Our preference is to have the Membership Organizer based in the SF Bay Area. For the right candidate, we will also consider various remote locations with a preference for the Midwest, South and Southwest. Position requires ability to travel a minimum of five times annually, work nights and weekends as needed.*

#### **To Apply**

Please submit your resume, a cover letter expressing why your experience, skills, commitment, and vision make you the right candidate to support and grow the power of the Center for Media Justice. In addition, please submit a writing sample and additional materials demonstrating your experience with developing, evaluating or mobilizing networks, alliance building, or coalition strategies. Materials should be sent to [jobs@mediajustice.org](mailto:jobs@mediajustice.org) with the subject line: "Membership Organizer." Please send PDFs only.

**People of color, women, Transgender and Queer people strongly encouraged to apply.**