AMERICAN FEDERATION OF GOVERNMENT EMPLOYEES
Affiliated with the AFL-CIO
80 F St NW, Washington, DC 20001-1583

MEMORANDUM: Human Resources **DATE:** November 5, 2026

TO: ALL EMPLOYEES
National Headquarters and District Offices

FROM: Everett B. Kelley EBK/DC
National President

SUBJECT: Vacancy Announcement #19 – Nine-Month Term National Organizer - Membership and Organization Department

The purpose of this memorandum is to advise you that (3) vacancies now exist for the position of Nine-Month Term National Organizer, Membership and Organization Department, effective immediately.

Salary will be based on experience, and in accordance with the AFGE/CWA Local #2385 Contract, Article 4.

Official Stations: Philadelphia, Pennsylvania (District 3), Oklahoma City, Oklahoma (District 9), and Minneapolis, Minnesota (District 8)

Selection to fill the vacancy will be made in accordance with the AFGE/CWA Local #2385 Contract, and the National Executive Council's policy on hiring.

All interested applicants must submit resume to: jobs@afge.org, Attention: Vacancy Announcement #19 to the Human Resources Department. Expressions of interest from (internal candidates) must be received by the close of business on Monday, November 16, 2026.

cc: National Executive Council
President, CWA Local 2385
Finance Director

FOR BULLETIN BOARD POSTING
NOT TO BE REMOVED
(ADDITIONAL COPIES OF THIS POSTING MAY BE OBTAINED FROM THE AFGE CAREER WEBSITE, UPON REQUEST)

POSITION DESCRIPTION

American Federation of Government Employees (AFGE)

Department:	Membership and Organization
Locations:	Philadelphia, Pennsylvania (District 3), Oklahoma City, Oklahoma (District 9), and Minneapolis, Minnesota (District 8)
FSLA Classification:	Exempt
Position Title:	Nine-Month Term National Organizer
Date of Revision/Creations:	

I. INTRODUCTION

These position are in the Membership and Organization Department, which provides central direction and control over efforts to increase and maintain AFGE membership at the highest possible level. The incumbent in this position will be primarily responsible for building AFGE membership, but is also responsible for the preparation of organizing and informational literature, representing the Federation at certain FLRA hearings and all related follow-up, including post-hearing briefs, leading in the conduct of recruitment drives, providing leadership in conducting drives for unit consolidations, mergers or activity-wide national exclusives; and providing expert consultation on matters involving unit petitions, election procedures, and other issues related to organizing labor unions in the public sector.

II. DUTIES AND RESPONSIBILITIES

The incumbent of this position serves as a National Organizer with full responsibility and authority for implementing organization objectives, plans, policies, and procedures in a designated geographic area or agency. The following examples are typical of the duties performed:

1. This is a professional position whereby the incumbent is expected to provide technical assistance on to questions concerning representation and serves as a liaison in this regard between field staff, locals, and headquarters. Assistance includes, but is not limited to, coordinating logistics for recruitment and representation campaigns; monitoring related campaign correspondence; representing AFGE at major representation hearings and pre-hearing conferences before the FLRA; researching representing case law; brief writing; and maintaining AFGE certification archives.

   The incumbent will be required to gather and compile election campaign information and intelligence from the field through the establishment of various databases. This information will be used by the incumbent to monitor timetables associated with the production and mailing of campaign materials; the timely filing of petitions for election or other procedures involving questions concerning representation; and, where necessary, submission of appeals to FLRA decisions

regarding representation cases being handled by the National union. In addition, the incumbent must acquire, within the first twelve (9) months, knowledge of NLRB laws, statutes, and regulations relating to organizing in the private sector.

2. Plans, organizes, directs, controls, and coordinates organization drives to form or expand AFGE units. Supervises, motivates, and trains committee members, groups, and other officials in the techniques for organizing public sector employees. Provides guidance in selecting campaign targets, developing themes and promotional materials, conducting surveys, making team assignments, and monitoring progress. Periodically demonstrates effective techniques for addressing and soliciting new members. Promotes locals and councils who are self-sufficient and successful in their efforts to form, expand, and maintain AFGE membership.

3. Personally, conducts organizing campaigns for national exclusive recognition, mergers, and consolidation of large units where planning, coordination, development of literature, and media uses are unusually complicated, perhaps controversial, and of special significance to AFGE.

4. Responsible for searching AFGE files and records for background and certificates of representation for national consolidated units, national exclusive recognitions and for other bargaining units represented by the AFGE national office. Contact Districts and Local whenever necessary to attain copies of certifications or other relevant documents that pertain to bargaining units represented by the AFGE national office. Secure copies of certificates of representation not found within AFGE from appropriate regional offices of the Federal Labor Relations Authority or applicable government agency or activity.

   Work with Membership and Organization team to review data retrieved and make recommendations to the Director with regards to the next action to be taken. For example: amending certification by name change only, seeking clarification of unit or consolidating with another AFGE bargaining unit.

III. CONTROLS OVER WORK

Works under the direct supervision of the Director or his designee and receives supervision in the form of work assignments, objectives, priorities, reporting requirements, etc. Applies a thorough knowledge of Federal Sector Labor Relations structure, procedures, and services; of systems for filing opposing petitions; and of labor relations laws, rules regulations, and precedents. Within these constraints and conditions, works independently keeping the supervisor informed of progress, need for help, and irreconcilable problems. Work is evaluated largely in terms of results achieved, and the ability to train and motivate others toward increasing AFGE's membership.

IV. OTHER

Applicant must possess a BA from a college or university in such fields as English, Psychology, Sociology, Education, Public or Business Administration, or three (3) years of specialized experience.

In addition, the candidate must have the following skills:

1. Extensive experience in recruiting, motivating, and energizing potential union members.

2. Requires expert knowledge of FLRA regulations covering unit challenges, Recertification actions, other controversies involving non-conventional ~.

3. Extensive experience in labor management relations, including knowledge and experience in representation (R-Case) case law within the Federal Sector.

4. Requires the ability to communicate effectively, both orally and in writing with union officials, individuals, and groups, and to train others in the techniques and methods for successful union organizing of public and private sector employees.

5. Requires the ability to plan and control organizing program objectives, to select campaign targets, assign work, develop themes and promotional materials, and handles publicity. Periodically is requested to demonstrate effective techniques for addressing and soliciting new members.

6. Requires considerable walking, standing, lifting, and carrying. Work is performed mostly in the field with possible exposure to adverse weather conditions.

7. Applicants must be a citizen of the United States, have a valid driver's license.

8. Display an interest in and loyalty to the American labor movement.

V. EEO STATEMENT

AFGE provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability, genetic information, pregnancy, marital status, sexual orientation, personal appearance, gender identity and/or gender expression. In addition to federal law requirements, AFGE complies with applicable state and local laws governing nondiscrimination in employment in every location in which the company has facilities. The policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation, and training.

VI. Compensation

The salary range for this position is Level 1 Step 1- Level 2 Step 3 ($76,975.64 to 90, 213.45). AFGE also offers comprehensive benefits as part of the total compensation package which includes medical, dental, vision, mental health, life insurance, paid leave, 401k, pension, flexible spending accounts and financial education.