MEMORANDUM: Human Resources/Vacancy #33  DATE: November 28, 2022

TO: ALL EMPLOYEES
   National Headquarters and District Offices

FROM: Everett B. Kelley  
   National President

SUBJECT: Vacancy Announcement - Supervisory National Organizer G13 (NBU), Membership and Organization Department

A vacancy now exits for the position of Supervisory National Organizer, Membership and Organization Department, effective immediately.

Official Stations: Headquarters/TBD

Selection to fill the vacancy will be made according to the National Executive Council's policy on hiring.

All interested applicants must submit resume to: jobs@afge.org, Attention: Vacancy Announcement #33 to the Human Resources Department. Expressions of interest from (internal candidates) must be received by the close of business on Monday, December 5, 2022.

cc: National Executive Council
    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)
I. INTRODUCTION

The American Federation of Government Employees, AFL-CIO (AFGE) is the largest union representing Federal and DC Government Employees with over 750,000 employees under contract. AFGE has reached its highest membership level ever with over 280,000 dues paying members in an open shop environment. AFGE has an internal member recruitment program that successfully results in 50,000 people joining AFGE each year. A key component of the internal organizing and recruiting program is the National Organizers in the Membership and Organizing Department (M&O). The Membership and Organizing Department reports to the National President's Office.

II. DUTIES AND RESPONSIBILITIES

The incumbent will be responsible for the day-to-day supervision of National Organizers work as well as actively work within AFGE on organizing and recruitment activities. The supervisor is expected to train, mentor, and guide National Organizers, AFGE leaders and members in organizing, recruitment and related activities.

Under the Director of Membership and Organizing (M&O), the supervisor will oversee the workload and completion of assignments of the employees under their supervisor. The incumbent will remain in regular contact with the National Organizers, reviews their reports and evaluate their effectiveness, advises the Director of work deficiencies, recommends discipline as well as recommend recognition of outstanding work.

The incumbent will also work with AFGE National Vice Presidents on organizing activity, targets, organizing drives, training of local organizing and other related organizing activities. Coordination with Districts, Departments, Bargaining Councils, other AFGE staff, and Local Leaders and Local Organizing teams is an important aspect of the job as it is fundamental to success.
The incumbent will also be asked to lead action planning with the staff as well as Council and Local representatives on how to plan and implement successful organizing and recruitment programs.

III. CONTROLS OVER WORK

Works under the direction and supervision of the Director. The incumbent reports to the Director and the Deputy Director, on their work and the work of the staff.

IV. OTHER

Applicant must have at least five (5) years of full-time specialized experience, demonstrating success in direct organizing and recruiting workers on a significant scale and/or supervisory experience overseeing and leading organizers in successful organizing and recruitment of workers. Experience must include planning and training. Applicant should also have successful experience in building unity and mobilizing others to take action.

Position involves frequent travel and incumbent must have a valid driver's license and be willing to work weekends and long hours.

Applicant must have knowledge or the ability to learn relevant technology. Must have the skills and ability to develop and maintain highly functional relationships with other AFGE staff, officers, and members.

The incumbent must have an interest in and loyalty to the 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.