



Director of Strategic Partnerships Job Description

ORGANIZATIONAL OVERVIEW:

Justice at Work is a Boston-based legal nonprofit founded in 2011 to support workers in low-wage jobs in exercising collective power. Justice at Work envisions all people realizing their voice and power on the job to ensure fair pay, safety, and dignity. To work toward that vision, we strengthen organizing by providing labor and employment legal services, training, and strategic guidance to workers' organizations.

POSITION OVERVIEW:

Justice at Work is seeking a candidate with experience in the workers' rights space, particularly in the intersection of law and organizing, to work closely with staff leadership to strategize around and implement impactful partnerships with organizations of workers in low-paying jobs and legal institutions, such as law school clinics, legal aid offices, private firms, and government agencies.

The position will report directly to our Executive Director and may involve supervision and/or mentoring of our Community and Legal Partnerships Coordinator.

The ideal candidate will be:

- 1) Experienced with worker centers and/or other community-based organizations that support workers in low-paying jobs and/or legal actors that support the work of such organizations;
- 2) Committed to social, racial, and economic justice and to Justice at Work's mission (stated above);
- 3) Familiar with (or have an interest in learning) employment and labor law;
- 4) Able to work collaboratively with colleagues, take initiative, and work independently to meet multiple deadlines;
- 5) Adept at facilitating meetings and training, both internally and with ally organizations, often with a variety of stakeholders, interests, languages, cultures, etc.;
- 6) Comfortable and effective at creating new connections;
- 7) Skilled in communicating, specifically in articulating a vision for high-impact work;
- 8) Multilingual with proficiency in at least two of the following languages: Spanish, Portuguese, Haitian Creole, Cape Verdean Creole, and Mayan K'iche.

RESPONSIBILITIES WILL INCLUDE:

- 1) Working closely with Justice at Work's Executive Director and Senior Staff Attorney to execute a work plan that builds, deepens, and innovates our community and legal partnerships in accordance with our mission;
- 2) Cultivating connections with the staff and constituents of organizations of workers in low-paying jobs, specifically in support of their industry and/or issued-based campaigns and initiatives.
- 3) Coordinating with Justice at Work staff to train worker center members and staff;
- 4) Supporting our legal team as we perform intakes of worker grievances specific to workplace-related abuses and then provide advice, referral and/or representation for those workers;
- 5) Staying abreast of developments in employment/labor law, especially as it impacts workers in low-paying jobs;
- 6) Identifying and/or helping to cultivate and maintain a network of private, law school, legal aid, and government legal allies whose services benefit organizations of workers in low-paying jobs;
- 7) Attending meetings of the Justice at Work Board and Board Committees as necessary;
- 8) Helping to supervise and work effectively with student interns and consultants;
- 9) Performing all programmatic work with a commitment to Justice at Work's fundraising and reporting needs, including:
 - a) recording data on all programmatic work;
 - b) capturing feedback and testimonials from stakeholders;
 - c) attending meetings with supporters (foundations, individual donors, law firms, etc.);
 - d) supporting development staff's drafting of reports and applications to funders;
 - e) assisting with Justice at Work fundraising events.
- 10) Occasional evening/Saturday work and travel across the Eastern MA, RI, and Eastern CT region.

COMPENSATION and BENEFITS:

The base salary range for this position is \$65,000 to \$85,000 commensurate with experience. Justice at Work also offers a generous benefits package that includes:

- ❖ a 401K retirement plan (up to 4% employer match);
- ❖ health insurance (80% employer paid) effective upon hiring;
- ❖ dental, vision and life insurance (100% employer paid);
- ❖ paid vacation, wellness, personal time, and parental leave;
- ❖ hybrid scheduling (expectation of two days per week in the office);
- ❖ ten paid holidays and an end of the year one-week shutdown;
- ❖ \$1,500 for professional development;
- ❖ paid 12-week sabbatical after seven years of service.

All interested candidates, please send a cover letter and resume to jobs@jatwork.org by May 12, 2023.

Justice at Work is an equal opportunity employer. We are committed to hiring staff reflective of the communities we support. Women, individuals with disabilities, LGBTQ individuals, people of color, and people who speak English as a second language are encouraged to apply.