**Member Organizer Development Program**

***Mutual Understanding of Roles & Responsibilities***

**Campaign Components**

* Increase membership numbers through targeted outreach
* Chart membership, identify leaders, and map worksites
* Recruit worksite leaders and/or activists
* Engage members in current organizing issues
* Track contacts in organizing database

**Member Organizer Expectations & Responsibilities**

* 1:1 conversations with fair share and union members in worksites and in house-visits (where applicable)
* Chart and map worksites, identify and recruit leaders/activists
* Data entry on 1:1 contacts in Knack
* Develop weekly work plans and track hours worked
* Track progress towards achieving goals and provide reports on a weekly basis
* Participate in weekly Team Meetings/Debriefs with other Member Organizers
* Participate in Local Organizing Committee meetings (where applicable)
* Hours: 20 hrs/wk, schedule is flexible

**Local Expectations – Local Program Contact: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

* Pre-program meeting to discuss current Local issues & goals
* Establish process for Member Organizer to refer specific member issues encountered in the field with an assurance of Leadership follow-up
* Communicate to Program Lead and Member Organizer of any emerging Local meetings, events or activities
* Provide space in Local office for wall charts and workspace for Member Organizer data entry
* Post-program meeting to discuss transition plan and continuation of organizing work

**AFT-Oregon Staff Expectations**

* Regular reports to Local leadership on Program progress
* Provide day-to-day organizing direction to Member Organizer based on pre-established Local priorities
* Coordinate with Local organizing Lead to ensure Member Organizer’s work is in-line with Local priorities
* Provide training and field support to Member Organizer

**PRINT**

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Member Organizer Local President AFT-Oregon Staff

**SIGNATURE**

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Member Organizer Local President AFT-Oregon Staff