



**Position Opening
Digital Organizer
Full Time, Exempt**

Together Colorado is a non-partisan, multi-racial, multi-faith community organization comprised of 220 congregations, schools, clergy and faith leaders across the state and a member of Faith in Action with 1,000 religious congregations in more than 200 cities and towns through its 45 local and state federations. We work to place human dignity at the center of public life through community organizing.

Together Colorado has a strong learning culture, including weekly supervision, coaching opportunities and (FIA) national trainings. We place a high priority on personal learning, relationship building and creating an anti-racist, multi-racial, multi-faith and multilingual organization.

Together Colorado is seeking a Digital Organizer to help implement Together Colorado's digital strategy and work to grow the organization's online profile in a way that advances the organization's goals and reflects our values. The Digital Organizer reports to the Digital and Communications Manager. This is a full-time, exempt position with frequent night meetings, some weekend work and some travel. Our office is currently working remotely until it is safe to gather in person.

Responsibilities:

- Develop and coordinate an overall communications and digital plan to successfully project Together Colorado's work to a broad audience while helping to build turnout and increase membership across the state
- Coordinate and develop online communications to promote Together Colorado's work in a timely manner (*i.e.* e-blasts, online petition building, sign-up/RSVP, social media channels, website)
- Work to design communications strategies targeting potential donors. Plan and coordinate online strategies to increase donations
- Work closely with Together Colorado's organizing team and proactively ensure powerful messaging for organizing campaigns, and the strategic use of media communications for campaign work
- Oversee the production of Together Colorado's publications, including periodic newsletters; assist staff with other program-related communications
- Video and photograph events and public actions
- Manage and update Together Colorado website on an ongoing basis (*i.e.* actions, news, operations and campaigns)
- Provide ongoing mentorship and training in digital communications and media for Together Colorado member organizations, staff, faith leaders and spokespeople
- Supervise the ongoing maintenance of our database

Qualifications:

- Minimum 1-2 years working in digital communications
- Strong writing and content creation skills - from long reports to short social media posts
- Graphic design and video editing experience (Adobe, Canva)
- CSS and HTML experience strongly preferred
- Knowledge of CMS and CRM systems, preferably WordPress and EveryAction
- Strong understanding of digital media and online organizing
- Ability to track and analyze metrics related to online actions and fundraising efforts
- Experience with Google Analytics
- Experience with Facebook, Instagram, and Google Advertising
- Experience working with the Voter Activation Network (VAN) preferred
- Experience with relational organizing platforms such as OutreachCircle, OutVote preferred
- Desire to test and optimize online tactics to develop best practices
- Capable of compiling data and information into concise reports upon request
- Excellent organizational skills, self-motivator, and ability to drive projects to completion
- Spanish language fluency (written and spoken) preferred
- Discipline and ability to work effectively in a highly unstructured environment
- Desire to learn and openness to challenge
- Use of a car during working hours
- Ability to work evenings and some weekend hours

Salary: \$46,000 – \$50,000 depending on applicable experience
Generous benefits package

Application Deadline: Open until filled

Applications: Submit resume and cover letter to officemanager@togetherco.org

In your cover letter, please answer the following questions:

1. What experience do you have in digital organizing and how does your experience apply to advance Together Colorado's mission?
2. Describe your experience in racial, economic, and social justice work.

Top candidates will be asked to demonstrate skills and commitment through an intensive screening process including a timed writing assignment.

Together Colorado is an affirmative action/equal opportunity employer.