EMPLOYMENT OPPORTUNITY

Job Title: Gender Justice Manager

Reports To: Gender Justice Director

About Us:
Freedom Inc. is a nonprofit that works with low-income communities of color to end violence, which for us includes interpersonal and systemic violence. We work with Black and Southeast Asian women, LGBTQIA+, and young folks, to end violence that we experience inside and outside of our communities, to bring about deep change to our lives and communities. We work to end violence against us by supporting and building up community members who experience violence, as leaders, who can then create solutions to ending violence within and against their communities.

We do this through leadership development and community organizing, in ways that are language-gender-generation and culture-specific to the women, LGBTQIA+, and youth from Black and Southeast Asian communities.

Job Summary:
The GJ Manager will lead a team of advocates/coordinators in recruiting members, serving clients, facilitating weekly programming, as well as onboarding volunteers and contract workers in the GJ dept. The manager is responsible for coordinating political education activities.

Key Responsibilities:
- Promote Freedom, Inc.’s GJ programs, services and contribute to campaigns that will bring about the wellbeing of survivors
- Planning & responding to rapid-response organizing opportunities
- Planning ways to make our GJ services visible
- Develop leadership pathway
- Developing and expanding membership base using the leadership pathway
- Developing and maintaining relationships with community partners/leaders
- Identifying areas of development for campaign work
- Maintaining relationships with peers in networks & partnership groups, as well as representing organizational interests in these groups
- Supervises: Coordinators, Contractors, Members and Volunteers
- Caseload reviews & Red case co-advocacy
- Compiling data from direct reports to create department reports
- Approve program plans, budgets, and expenses
- Managing dept payroll budget
- Conducting political education trainings for members/base

A Successful Candidate will have:
A passion for the FI’s mission and demonstrated commitment to addressing issues facing the SEA and Black community
- Bachelor’s degree in Human Services, Social Sciences, Family Development or related degree or 3+ years of experience organizing, advocating, and participating in movement work
- 1+ year people-management experience or experience running Programs
- Understanding of the ramifications and impact of state violence, sexual assault, and domestic violence on a wide range of different family types and communities
- Understanding of refugee/immigrant/underserved population and experiences with many cultures
- Understanding of social/economic/gender/racial justice issues and a willingness to learn
- Curriculum planning for programming
- Ability to work with Black and Southeast Asian communities - LGBTQ folx, youth, women, in a culturally competent manner
- Excellent verbal and written communication skills
- Must be able to communicate in healthy, transformative, professional, and direct way with clients, peers, community members and FI Leaders
- Timely Decision Making – makes decisions in a timely manner, sometimes with incomplete information and under tight deadlines and pressure
- Functional/Technical Skills – skills to do the job at a high level
- Learning on the Fly – experiments to find solutions, quickly grasps concepts
- Making appropriate, informed decisions regarding priorities
- Ability to react with appropriate levels of urgency to situations and events that require quick response or turnaround
- Forward-looking thinker, who actively seeks opportunities and proposes solutions
- Excellent organization and time management skills; proven ability to meet deadlines
- Demonstrated ability to effectively manage multiple tasks
- Self-motivated & detail-oriented
- Ability to manage workload independently with minimal supervision
- Proficiency in MS Office applications (Word, Excel, PowerPoint) and Google Business (Docs, Sheets, Slides)
- Proficiency in CRMs and web-based applications like Basecamp, Signal, RingCentral and NeonOne

Location:
This position is based in-person in Madison, WI. It is not a remote position although there may be times when position may be remote in town due to Covid safety protocols.

Compensation & Benefits info:
This full-time position offers $60k salary, flexible work hours, collaborative work environment, and a benefits package that includes generous vacation, medical and dental insurance, and the option of participating in pre-tax transit benefit program and/or a voluntary 401(k) retirement savings plan.

Please your send resume to: hr@freedom-inc.org

Freedom, Inc. is an equal opportunity employer, which does not discriminate against individuals based on race, national origin, gender, physical disability, religion, sexual orientation, age, or any characteristics protected by the law.