



March 3, 2010

## **Position Vacancy**

### **Lesbian, Gay, Bisexual, Transgender Rights Project Advocacy & Campaign Manager**

The American Civil Liberties Union of Alaska invites applications for the position of LGBT Rights Project, Advocacy & Campaign Manager. The ACLU of Alaska and ACLU of Alaska Foundation are nonprofit and nonpartisan organizations dedicated to advancing the cause of civil liberties in Alaska through public education, legal action, legislative and political advocacy, and coalition building and grassroots organizing. We are affiliated with the American Civil Liberties Union and ACLU Foundation, the nation's oldest and largest organizations dedicated to advocacy, public education, and litigation in support of constitutional rights and civil liberties.

The ACLU of Alaska is a friendly, fast-paced environment with employees committed to the cause of civil liberties.

#### **Position Description**

The LGBT Advocacy & Campaign Manager ("ACM") will report to the Executive Director, and will have primary responsibility for developing and managing an organizing and advocacy campaign to advance and defend LGBT rights in Alaska. The ACM must be comfortable and experienced with campaign management, public speaking, coalition and advocacy work, and able to represent ACLU of Alaska positions to the public generally. Travel, as well as work on nights and weekends, will be required.

#### **Specific Responsibilities**

- Develop an organizing and advocacy strategy to increase public awareness and understanding of LGBT rights in Alaska, and advance and defend equal protection laws.
- Manage a public education and engagement campaign to energize the LGBT community and allies, identifying voters, activists and volunteers who support equality.
- Coordinate with and lead coalition partners on LGBT-related issues.
- Manage outreach to local businesses, organizations and decision-makers.
- Manage a campaign to educate and identify new, pro-LGBT Anchorage residents/voters, and obtain commitment cards for persons willing to work for and support LGBT equality.
- Work with the national ACLU LGBT Project and other national organizations to expand constitutional rights of LGBT individuals and their families.
- Maintain a summary of Project activities and assist in grant reporting as necessary.

## **Qualifications**

- Familiarity with LGBT rights issues, and experience working with LGBT organizations.
- Commitment to full LGBT equality is essential.
- Experience developing and managing successful public policy or electoral campaigns.
- Excellent research, analytical and communication skills, including ability to analyze and articulate legal concepts, polling information, and other complex issues and to communicate them to a variety of audiences.
- Experience in managing and motivating volunteers, and tracking of cross-campaign metrics.
- Ability to expand, lead, and work cooperatively with coalitions.
- Applicants should be self-motivated, organized, diligent, and have the proven ability to work with a wide range of people.
- Knowledge of Microsoft Word, Access, Excel, and other basic software programs, and with voter databases required.
- Commitment to the mission of the ACLU and the advancement of civil liberties under the U.S. and Alaska Constitutions.
- Knowledge of and commitment to living in Alaska.

## **Compensation and Benefits**

Compensation is commensurate with experience within the parameters of Alaska non-profit environment, and includes generous benefits.

## **Application Process**

Please send letter of interest, resume, writing sample and contact information for three references to:

Jeffrey Mittman, Executive Director  
ACLU of Alaska Foundation  
1057 W. Fireweed Lane, Suite 207  
Anchorage, AK 99503-1760

Applications may also be submitted by fax to (907) 258-0288, or by email to [akclu@akclu.org](mailto:akclu@akclu.org). Inquiries should include "LGBT Advocacy & Campaign Manager Applicant" in the reference field, and all attachments should be in Microsoft Word or .pdf.

Application deadline is April 11, 2010, or until the position is filled. Review of applications shall begin upon receipt.

**The ACLU of Alaska is an affirmative action employer. All interested individuals, including Alaska Native, racial and ethnic minorities, women, persons with disabilities, and LGBT persons are encouraged to apply.**