



NFFE (National Federation of Federal Employees, IAMAW, AFL-CIO)

Organizing Director, NFFE Headquarters, Washington, D.C.

Date of Posting: June 5, 2025

Close of Posting: July 6, 2025

Anticipated Start Date: July 2025

Founded in 1917, the National Federation of Federal Employees (NFFE) is America's first federal employee Union. NFFE fights for economic justice for the workers who care for our veterans, keep our military equipped and ready, maintain our national forests and parks, ensure the integrity of the U.S. passport, and provide countless other services that are vital to the American people. NFFE represents 110,000 federal employees nation-wide and is affiliated with the IAM and AFL-CIO.

Objective: First and foremost, we're looking for a unionist; someone who understands that the Labor Movement is the most viable method of economic uplift for American workers. NFFE's Organizing Director will be responsible for the logistical, strategic, and administrative coordination of our recruitment efforts. The successful candidate will work closely with NFFE's Chief of Staff, National Business Representatives in the field, and Local Lodge leaders to ensure NFFE maximizes its organizing and recruitment opportunities.

Reports to the NFFE National President and Chief of Staff.

A successful applicant will be expected to regularly work in person at NFFE headquarters in Washington, D.C. and periodically travel to the William W. Winpisinger Center in Hollywood, Maryland. Must be eligible to work in the United States, able to fly commercially, have a vehicle to drive and a current Driver's License. Any offer of employment is conditional upon successful completion of a limited background check. All applicants will be considered without attention to race, color, creed, religion, sex, sexual orientation, gender identity, national origin, veteran, age, disability or family status

Logistical Coordination:

- Manage NFFE's Organizing Program
- Serve as NFFE's primary contact point for all internal and external organizing efforts

- Serve as the point of contact for National Business Representatives (regional field staff), Councils, and Locals for recruiting and organizing efforts
- Coordinate organizing events in the field
- Manage national organizing incentive plan
- Maintain the organizing calendar
- Continuously monitor the status, costs, and outcomes of multiple short-term and long-term organizing efforts
- Manage organizing campaigns and advise staff on same

Data Management:

- Maintain new member databases
- File petitions for new units with the FLRA/NLRB
- Monitor membership numbers
- Provide semi-annual reports on recruiting project costs and resulting new membership numbers
- Provide annual organizing performance data to the NFFE National President

Support of Local Lodge Leaders and Staff:

- In consultation with the NFFE National President, develop and update organizing tools, programs, and strategies for membership development
- Identify recruiting opportunities and initiate those projects as appropriate
- Monitor membership numbers, identify Local changes in membership numbers and discuss associated opportunities with union field staff

Qualifications: Previous experience working for a labor union or direct connection to the Labor Movement. Applicants must be well organized and demonstrate excellent project management skills. They must work well with others while holding them accountable for results. They must possess good oral and written communication skills and be able to function independently with minimal supervision. They must believe in the value of unions and be able to persuade others of that value and feel comfortable interacting with the union's leaders, members, and potential members. They must have the ability to multi-task and meet tight deadlines. They must have good record-keeping skills, including good skills in managing data in Microsoft Excel.

Pay: \$100,00-\$130,000 (based on level of experience).

Benefits:

Health and dental benefits, a defined-benefit pension plan, voluntary 401k plan, paid annual and sick leave, metro benefit, and more.

How to Apply:

Please submit a resume, cover letter, writing sample, and sample flyer you created advertising an event to:

NFFE

Jai Atkins, Assistant to the President

1225 New York Ave., NW

Suite 450

Washington, D.C. 20005

Email: jatkins@nffe.org