



## CENTRO DE TRABAJADORES UNIDOS | UNITED WORKERS' CENTER

www.centrodetrabajadoresunidos.org  
9805 S Ewing Avenue, Chicago, IL 60617  
773-720-7111

### SOUTH SUBURBAN IMMIGRATION ORGANIZER JOB DESCRIPTION

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#### ORGANIZATION SUMMARY

Centro de Trabajadores Unidos: United Workers' Center (CTU) is a grassroots community organization & worker center based on the Southeast Side of Chicago and South Suburbs that was founded in 2008 after a group of immigrant workers organized against unfair labor practices at a local factory. CTU strives to build power among low wage workers and advance systemic change to stabilize low-income immigrant communities and communities of color. CTU works at the intersection of immigration and labor & employs a grassroots, community organizing model to advance social, economic and racial justice by addressing the root causes.

#### POSITION DESCRIPTION

Centro de Trabajadores Unidos—United Workers' Center (CTU) seeks a full-time Immigration Organizer. This position is salaried with Blue Cross Blue Shield of Illinois health insurance, workers' compensation insurance, and generous benefits including paid vacation and paid sick leave. This position has a 3-month probation period. This position will be on-site, in the office in Southeast Chicago and in the South Suburbs of Chicago.

The ideal candidate will have a proven ability to foster coordination and collaboration in community settings. They will be committed to developing strong relationships with worker members to build power and leadership, and develop and implement local immigration campaigns that advance social, economic and racial justice. The Immigration Organizer reports to the Senior Immigration Organizer and will collaborate with the Immigration Organizing Team to coordinate labor and immigration campaign strategy and membership and organizational leadership activities.

#### RESPONSIBILITIES

- Recruit, build, and sustain a strong member base experienced in issues of immigrant justice.
- Cultivate and support the leadership of CTU membership through training and practice, developed in collaboration with member-leaders and the CTU organizers.
- Work closely with Immigration Organizing Team and member-leaders to develop and implement strategic campaigns to address unjust immigration practices and raise workplace standards for immigrant workers.
- Coordinate and facilitate regular bilingual membership orientations & meetings to educate community members about their labor and immigration rights.
- Support the Labor Organizer(s) and economic justice and education organizing teams in the implementation of strategic campaigns to address worker rights and justice.
- Staff CTU community office hours & coordinate appropriate Legal Clinic follow up on immigration cases.
- Develop and strengthen relationships with key allies, community organizations, religious institutions, and community leaders.
- Educate and mobilize CTU membership base on immigration-related coalition campaigns.
- Work closely with the CTU organizers to increase membership engagement and provide support on additional organizing campaigns as needed.
- Attend CTU's weekly staff meetings, organizers' meetings and other organizational meetings.
- Maintain and update all relevant databases & reporting systems.
- Other duties as assigned, including but not limited to assisting with organizational fundraising initiatives.

#### PREFERRED QUALIFICATIONS

We're seeking candidates who excel in **relationship-building**, are **self-motivated**, and have strong **time management skills**. You should have:

- One or more years of experience in community and/or immigration organizing, including base-building, mobilization, participatory political education, and community-led programming and campaigns.
- Demonstrated commitment to social, economic & racial justice and low-wage immigrant workers of color.
- Experience with immigrants' rights and federal immigration policy. Familiar with or willing to learn about related Chicago/Illinois policy. Strong preference for candidates familiar with the South Suburbs.
- Bilingual Spanish/English, to include excellent written/verbal communication ability and ability to interpret/translate.
- A commitment to problem solving, with innovative, creative and strong interpersonal, time management, planning, and communications skills.
- Technology proficiency.
- Reliable transportation.



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### HOW TO APPLY

Candidates are encouraged to apply as soon as possible. Please send a cover letter and resume to [uaguilar@ctu-iwp.org](mailto:uaguilar@ctu-iwp.org). Email subject line should read: "Immigration Organizer Application: [Applicant's Name]". Applications will be reviewed on a rolling basis.

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*Centro de Trabajadores Unidos (CTU) is an equal opportunity employer. CTU believes that all people are entitled to equal employment opportunity and does not discriminate on the basis of race, color, ethnicity, gender identity & presentation, religion, age, national origin, citizenship, physical or mental ability, sexual orientation or parental status.*