



A Union of Professionals

December 2, 2020

## Notice of Open Position

<b>Job Title:</b>	Senior Associate – Campaign Support	<b>Unit:</b>	AFTSU
<b>Job Number:</b>	AOF-64-36-1220-V	<b>Supervisor:</b>	Campaign & Analytics Team Manager
<b>Department:</b>	Membership, Data & Analytics	<b>Annual Salary:</b>	\$90,136

**Position Summary:** Under the direction of the campaigns & analytics team manager, this position will focus on supporting campaign needs, including external organizing, political campaigns, and development and deployment of applications and databases for organizing campaigns and local union-building efforts. In addition, the senior associate will coordinate among AFT departments to provide necessary feedback on continuing database development requirements and enhancements for end users' database capacity. The senior associate will also work with AFT affiliates on training and implementation of affiliate data-management solutions.

**Position Responsibilities:**

- Identify requirements for application development and develop AFT data-management applications.
- Oversee and coordinate efforts at list matching, data harvesting and uploading of information to AFT databases.
- Develop and deploy database applications and reporting.
- Evaluate local technical capacities and requirements and make necessary recommendations.
- Coordinate the rollout and migration of locals to AFT systems and tools.
- Support AFT systems and initiatives in various departments, particularly political and organizing campaigns.
- Train affiliate and AFT users on AFT and custom database tools and applications.

**Primary Knowledge, Skills and Abilities:**

- At least one complete cycle of campaign data experience, including data analysis, distribution and reporting components, list/turf cutting for multiple regions, and working experience of LAN/VAN.
- Experience assessing and supporting new tools in a data-driven environment, including training, integration and campaign-specific implementation.
- Experience converting and working with data from a variety of sources and formats.
- Specific experience with Microsoft Excel and relational database applications development and report writing, installing and troubleshooting small area networks, and providing training on technology tools.
- Basic understanding of how data is used in both political and organizing campaigns.
- Ability to work nonstandard hours and travel extensively.
- Prior work experience in a union environment is preferred.
- Training experience is considered a plus.

**Work Environment:** Work is often performed in an office (remote work possible although some in-person time is expected) and requires the ability to work nonstandard hours and travel extensively.

**How to Apply:** Applicants should submit a cover letter and resume to the human resources director via the following link: [https://www.appone.com/MainInfoReq.asp?R\\_ID=3318545](https://www.appone.com/MainInfoReq.asp?R_ID=3318545).

**Internal Posting Period:** External applicants may be considered as of Dec. 2, 2020.

**cc:** Tim Shea, AFTSU President

### **AFT is an Equal Opportunity Employer**

*The AFT is committed to creating a diverse environment and is proud to be an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age, or veteran status.*