Climate Action Coordinator Job Description: Environmental activist organization seeks an individual to help develop and coordinate bold, strategic grassroots tactics on a local, regional and national level to support 350’s mission of stopping greenhouse-gas loading of the atmosphere.

Primary Responsibilities

> Work with the leadership team to strategize, plan, and organize local, regional and national actions.
> Support national level efforts - petition circulation, social media amplification, etc.
> Develop campaign strategies that center on 350’s mission to stop greenhouse gasses loading the atmosphere. Lead volunteers in researching campaign targets, developing strategies, designing and executing effective tactics. Develop project timelines and tasks. Fill project roles and keep work on track.
> Build Coalitions to support campaign efforts as directed by the 350MT Leadership team. Develop relationships with community members and organizations and engage them in 350 MT campaigns.
> Develop existing database to make it ‘relational’ to facilitate membership recruitment and involvement.
> Implement communication strategies: Help create messaging, graphics and fliers and use social and traditional media to educate 350MT members and the public. Promote calls to action.

Required Experience

> 2 years experience in leadership role for grassroots, political or other campaigns, especially as related to climate activism.
> 2 years organizing experience, including recruiting, engagement, training, coaching, organizing and coordination of volunteers

Preferred Experience

> Event planning, direct action planning and implementation.
> Knowledge of climate crisis issues & politics locally, regionally, and nationally.

Essential Skills

> Ability to plan and manage projects, organize people, and execute campaign tactics.
> Passion to build people-power & movements to drive social and political change.
> Computer skills: proficiency with spreadsheets/database, social media, design and word programs.
> Excellent written & verbal communication skills. Facilitation & public speaking.
> Ability to take initiative and effectively manage workload w/minimal supervision.

Applicant Must

> Live in western Montana and have the ability to travel to Missoula and around Montana.
> Be able to work flexible hours.
> Have access to reliable transportation and be able to use it for job-related tasks.
> Own a cell phone, laptop and reliable home internet to use for job-related tasks.
> Obtain an independent contractor’s license from the State of Montana.
> Obey state law regarding political lobbying.

Employment Details

> Part time position - approximately half time.
> Contract position based on $18 - $25 per hour (based on experience)
> Reports to 350 MT Leadership Co-chairs.
> Position will grow with organization.

350 Montana is a collaborative organization that values a diversity of approaches and perspectives. This allows the movement to be as strong as it can be. People of color, and all genders, sexualities, ethnicities and abilities and particularly people on the frontlines of climate change are welcome and encouraged to apply. The work we do is direct action. We march, demonstrate, protest, intervene, take legal action, sit in and stand up to stop greenhouse gas loading of our air.

To apply please send via email an attached cover letter telling us why you want to do this work, your resume and three references. November 15, 2022 end date.