

City of Portland Professional Workers Union (CPPW) Organizing Intern

Position Title: Organizing Intern

Location: Portland, Oregon, hybrid in-person and remote

Duration: 3-12 months

Hours: 10-20 hours per week

Compensation: Stipend \$600/month

About the City of Portland Professional Workers Union: We are a newly organized group of about 700 City employees who have come together to form a union. We are in the middle of negotiating and organizing to settle our first contract with clear and consistent compensation, respect and protections, flexibility, and a strong worker voice.

CPPW is organizing to have a voice in the workplace on issues that affect our work, our careers, our families, and our City.

The union is led by the Executive Board, a volunteer committee of City of Portland employees elected by the membership to serve the union. Interns will report to the executive board and will work closely with the Chief Union Organizer and the Contract Action Team.

Position Overview

This position will encompass a diverse array of tasks aimed at fostering solidarity among workers and strengthening our union's membership base.

As an intern, you will learn about building a labor union and organization from the ground up. This is a great position for someone looking to build their skills in community or labor organizing; someone who is a strong communicator and wants to gain experience moving people to action; someone who wants to develop their facilitation and team building skills.

This position will engage directly with employees across various workplaces, using both in-person interaction and digital communication. Through targeted campaigns, the goal is to create a welcoming and collaborative environment that encourages workers to join and actively participate in union activities.

A significant aspect of the work will involve supporting the Contract Action Team (CAT) with outreach, membership development, and data management. This will involve organizing info sessions, worksite visits, one-on-one meetings, phone/text banking, and larger event coordination. The Contract Action Team is a group of members that volunteer to work together to build power in the membership to win a contract at the bargaining table.

Essential Function & Responsibilities

- Lead outreach to union members through phone calls, emails, social media, and in-person at various worksites.
- Facilitate Contract Action Team (CAT) bi-weekly meetings; assist with planning/organizing outreach and recruit to increase membership engagement.
- Organize member activities like phone/text bank campaigns.
- Assist with maintaining detailed data on members.
- Coordinate one-on-one meetings and info sessions to connect with membership to address questions/issues.
- Welcome new employees through orientation events and direct outreach.
- Assist with union swag research, proposals, creation, and distribution.

What we are looking for:

- Experience with community or labor organizing (paid or unpaid); familiarity with labor unions.
- Strong written and verbal communication skills; good listener.
- Experience and comfort with direct engagement and interaction.
- Available for some in-person hours in the Portland metro area.
- Ability to work irregular hours and to attend weekend and evening activities.

Preferred but not required:

- Facilitation and/or team coordination experience.
- Experience moving people to collective action.

Application Process: Interested candidates should submit a resume and answers to the supplemental questions to info@cppwunion.org

Deadline for Application: rolling, first review for a limited number of positions will be Sept 23rd.

Supplemental Questions:

1. Describe your personal experience being involved with community or labor organizing (paid or unpaid)? Please include roles you've held, work you've participated in, and what skills you gained through your experience.
2. Describe your experience having conversations with people with the intention of engaging them to achieve a goal (examples might include things like seeking support for a fundraiser, canvassing for elections, motivating a team, etc). Please include the kind of experience you've had, your approach to persuasive conversations, and what skills you gained through your experiences.
3. What do you want us to know about you?