Mission / Organization

Causa works to improve the lives of Latino immigrants and their families in Oregon through advocacy, coalition building, leadership development, and civic engagement. Latino immigrants and their families are the heart of Causa and inspire, implement, and champion our work.

Causa was founded in 1995 by farmworkers, Latinos, immigrants, and allies in order to defeat ballot measures that would have negatively impacted the lives of Latino families in Oregon. The founding of Causa established a designated organization that was in charge of working towards legislation that would improve the lives of the immigrant community.

Causa envisions a world where all people have the opportunities and resources needed to thrive. We envision a community that welcomes and values the contributions, strengths, and assets of Latino immigrants and their families.

Causa has a budget of $1.5 million and 17 staff members (15 FTE).

The Opportunity

As executive director of Causa, you will work with a team of passionate and hard-working immigrant rights leaders and advocates to build on Causa’s impressive track record and create our next chapter, maintaining Causa’s role as a trailblazing leader in Oregon and nationally. During COVID, we listened to our community to set our priorities, helped establish the Oregon Worker Relief Fund, expanded our
staff, and continued our powerful community building and political advocacy work, centering immigrant voices. Your facilitation and shared leadership skills will help us continue this work and meet the goals of our next big campaigns.

First, you’ll lead the hiring process for a deputy director who will strengthen our organizational systems, policies, and procedures, allowing you to focus on supporting staff, collaborating with the new staff union, cultivating a healthy organizational culture, and playing discreet roles in fundraising, community building, and legislative advocacy – in partnership with talented organizational directors who lead the work in these areas. You’ll oversee all aspects of agency management, ensure support and mentoring to 16 staff members (14 FTE), and provide direct supervision to 7 staff members: Development Director, Civic Engagement and Advocacy Director, Policy Director, Communications Director, Oregon Ready Coalition Manager, the Oregon Worker Relief Fund Coalition Manager, and the future the Deputy Director, who will likely assume supervision of some of these positions.

We will appreciate your ability to keep equity and justice at the center of our work, your approachability, thoughtfulness, courage, and sense of humor.

**Accomplishments**

For almost 25 years, Causa has been working to defeat anti-immigrant attacks in the legislature and at the ballot. We have defeated dozens of anti-immigrant bills and ballot measures including attempts to pass E-verify, restricted bilingual education, and regressive voter restriction laws. One of our most recent successes was the defeat of the repeal of our 31+-year-old sanctuary law. We have been at the front lines fighting against attacks on our immigrant communities while simultaneously advocating for pro-immigrant policies like immigration reform, DACA, tuition equity, cover-all-kids health insurance, increasing the minimum wage, and driver’s licenses for all.

For over a decade, Causa has organized our May Day march and rally for International Worker’s Day on May 1st. The event is the largest annual demonstration by any grassroots organization in Oregon. In 2006, the first rally took place around the country on this day in order to place immigrant rights at the forefront of the nation's attention. Our civic engagement and advocacy efforts help us develop strong community leaders who want to enact change in their communities. We work on increasing civic participation in the Latino community through issue-based education, direct action, and voter engagement.

In 2019, Causa passed the Equal Access to the Roads Act, which allows undocumented immigrants to access a standard Oregon Driver’s License. The fight for driver’s licenses began in 2008 after state legislation made it impossible for undocumented immigrants to obtain a driver’s license. Since then, there have been multiple attempts to reinstate driver’s licenses, each time garnering more and more support. This year we had HB 2015, our most recent attempt at this legislation and had record-breaking community support. For over ten years, Causa has worked with community members, legislators, and coalition partners to pass legislation that would allow all Oregonians to access driver’s licenses, regardless of documentation status, and we have finally achieved it.
COVID-19 disproportionately impacted Oregon’s Latinx communities. Undocumented Immigrant Oregonians have been intentionally excluded from unemployment insurance programs and the federal government’s stimulus package. As a result, thousands of families served by members of Oregon Ready are facing hunger, houselessness, and economic hardship. The Oregon Ready coalition came together to create, center, advocate for, and help implement the Oregon Worker Relief Fund (OWRF), which provides financial support directly to immigrant Oregonians who have lost work yet are excluded from safety net programs.

We step up to manage coalitions like the One Oregon Coalition, the Oregon Worker Relief Fund, and the Universal Representation Coalition. Currently, we manage the Oregon Ready Coalition, Oregon’s statewide immigrant rights coalition. Our team provides unified messages for state level organizing, leading the proactive immigrant rights policy work and providing technical assistance for smaller organizations to organize at the local level. Working closely with coalition partners, Causa’s team monitors and responds to emergent needs for toolkits, resources, and trainings. We have successfully engaged new coalition partners from across the state, focusing on BIPOC organizations. Since September 2019, we have added 24 new members encompassing the entire state of Oregon from eastern, western, central, Willamette Valley and Portland Metro. Oregon Ready, currently consists of 177 Coalition Members from across the State of Oregon.

**Salary and Benefits**

**Salary**

- $75,000 - $85,000, depending on experience

**Benefits Information**

- Full medical and dental coverage (Kaiser Permanente)
- Employer contribution to Juan de La Cruz Pension Plan
- Personal Time Off (accrual basis): 12 days the first year and up to 30 days the fifth year
- Paid Sick Time (accrual basis): 8 hours/month

**More Information**

Website and Full Job Description: [www.causaoregon.org](http://www.causaoregon.org)
Requirements

Education and Experience Required:

- No educational requirements
- Minimum of three years of relevant, paid experience in a leadership position at a nonprofit organization.
- Lived experience with inequity.
- Connection to immigrant communities.

Core Competencies Required: The ability to...

- Create an equitable and inclusive environment where all people feel welcome.
- Demonstrate authentic humility and deep empathy for others; ask and listen to others; "see" others, especially the ones that are vulnerable and/or different.
- Establish deep trust among staff, board members, and partners.
- Create partnerships and collaborations – internally and externally.
- Promote an intersectional social justice framework.
- Articulate how systemic inequities impact immigrants.
- Speak publicly to large and small audiences, including elected officials, in a compelling way.
- Play a leadership role – and support other staff in playing a leadership role – in building grassroots coalitions and collaboratively promoting policy changes through coalitions and community building.
- Involve people meaningfully and efficiently in planning and decision-making processes.
- Think creatively and serve as a thought leader.
- Identify people’s strengths and create new opportunities for them to learn and contribute.
- Effectively support and mentor staff members.
- Lead teams of people through change in a positive, forward-looking way.
- Solve problems in a constructive way.
- Facilitate difficult conversations that result in improved situations.
- Understand the nuances of nonprofit management; lead organizational development.
- Understand nonprofit accounting; analyze financial statements.
- Ask people to donate money, goods, and time.
- Embrace technology.
- Manage crisis with urgency and poise.
Additional Knowledge and Abilities Required:

- Exceptional verbal and written communication skills in both English and Spanish.
- Excellent time management and organizational skills.
- Ability to lead strategic planning and implementation.
- Ability to work effectively in a multi-cultural, diverse environment. Ability to communicate effectively with a broad range of individuals and groups.
- Fiscal management, including experience in developing and managing budgets in excess of $200,000.
- General understanding of employment laws, rules, and regulations.
- Ability to coach, counsel, supervise, and evaluate job performance of assigned staff in a timely manner.
- Ability to maintain professional boundaries and confidentiality.
- Ability to work in both Portland and Salem and to travel throughout the state approximately 4 times per year. During legislative session (January-July on odd years, only February in even years): Salem 2-4 times/week. When not in session: Salem 1-2 days/week.
- Ability to travel out of state approximately 2 times per year.

Scoring of Applications

More points are given in categories where the ED has direct responsibility; fewer points where the ED is less involved. Additional skills will be assessed through the interview process.

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How to Submit an Application

- Please send a cover letter and chronological resume to our search consultants.

  Kathy Kniep and Allison Lugo Knapp  
  at kathy@kathykniep.com  
  By Monday, August 2, please.

- In your cover letter, please answer these questions, supplying a one-paragraph answer to each:
  
  o What draws you to the immigrant rights movement?  
  o How do you share leadership and decision-making? What processes do you use?

- An email acknowledgement will be sent to all applicants within two business days. If you do not receive an acknowledgment within that timeframe, please contact Kathy Kniep: kathy@kathykniep.com / 503-309-3433.

- Planned interview schedule:
  
  o Aug. 9, 10: Phone Interview  
  o Aug. 16 (Aug. 13, if necessary): Video Interviews 1  
  o Aug. 23, 24: Video Interviews 2  
  o Sep. 8-9: Final Interviews (We hope to do these in person but will decide late August.)

- If you have questions about the position, please contact Kathy Kniep.
- All inquiries will be handled confidentially.

Equal Opportunity Employer

The board and staff of Causa believe they can meet the organization’s mission only with a diverse board and staff who actively cultivate a culture of equity, inclusion, and belonging.

If you are interested to apply but do not meet all of the qualifications listed above:  
As long as you are committed to the organization’s mission and would be willing to take on the job duties listed, we encourage you to apply.