NETWORK is rooted in Catholic Social Justice and the lived experience of real people. We are open to all who share our passion.

Grassroots Outreach and Education Specialist
Permanent, Full-Time, Non-Remote, Based in D.C. | $48,000-$55,000 plus generous benefits

About NETWORK: A national network of social justice advocates – and the organization behind Nuns on the Bus – NETWORK educates, organizes, and lobbies for economic and social transformation. Founded in 1971 by Catholic Sisters in the progressive spirit of Vatican II, NETWORK is committed to centering racial justice and equity at the heart of our political ministry and to holding ourselves accountable to communities of color inside and outside the organization, in order to dismantle systemic racism in our society. We value women’s leadership, we appreciate people from religious and secular backgrounds, we affirm members of the LGBTQ+ community, and we engage in the ongoing work to become a multicultural, anti-racist organization.

Why this position matters: As an advocacy, organizing, and membership organization which ensures that our entire Spirit-filled network is growing, connected, and nourished, NETWORK relies on our host of advocates and Catholic sisters, as well as the organizations, colleges, and high schools who reach out to NETWORK every year. The Grassroots Outreach and Education Specialist makes certain that we educate and mobilize emerging justice-seekers, with a strong focus on young adults ages 18-25, with the hope that they continue to be in relationship with NETWORK in the future. In order to live out this role, the Grassroots Outreach and Education Specialist must have a deep commitment to the principles of Catholic Social Justice and anti-racism, as well as familiarity with faith-based organizing, working with disadvantaged populations, and women’s leadership development. NETWORK’s ultimate goal is for the person in this position to be instrumental in maintaining, creating, and providing resources to train high school students, college students, and young adults so that they are formed to be spirit-filled justice seekers and effective NETWORK advocates.

You could be our next Grassroots Outreach and Education Specialist if you have:
- 1-2 years progressive professional experience in program development, community organizing, youth ministry or advocacy; relevant internships and volunteer experiences will be counted as qualification
- Bachelor’s degree preferred but not required
- Experience in a detail-oriented position that required a high-level of organizational skills; ability to meet deadlines and manage multiple projects
- Experience in curriculum or program development
- Strong group-facilitation, coaching, training, and conflict management experience
- Demonstrated skills in adaptability, relationship building, constituent relations/customer service, detail-oriented, initiative, motivating others, perseverance, leadership, strategy, and collaboration
- Willingness and ability to travel
- Fluency in Spanish and databases (e.g. Salsa, Salesforce) preferred

What you are great at:
- Content creation and designing resources to meet an audience’s need
- Strong management, coaching, training, conflict management, and group-facilitation experience
- An excellent listener, and oral and written communicator
- An aptitude for both keeping a finger on the pulse of the most effective ways to engage Generation Z and supporting our older members as they navigate technology
- Patience and temperament to teach and support high school and college students in the development of their advocacy skills in an age-appropriate way

What you’ll do in this role:
- Provide the resources, trainings, and tools for our young adult activists and emerging justice seekers to be educated on our issues and to take action.
  - Organize existing trainings and resources into a curriculum that educates supporters and equips them to engage with us in our advocacy efforts
  - Adapt existing resources as necessary to be effective for virtual and hybrid learning
- Revise the Advocacy Tool Box to better incorporate our national organizing model and effectively promote our educational resources
- Continue to implement the long-term strategy to connect with justice-seekers aged 18-30 to engage them in our advocacy efforts.
  - Support new outreach strategies and materials for post-college justice-seekers
  - Build and strengthen relationships with high schools, colleges, and other organizations and institutions that work with young adults
  - Provide existing materials, workshops, and trainings to visiting college and high school student groups, including accompanying them on Hill visits, and engage in on-going follow-up, where appropriate
  - Collaborate with campus ministers and other key staff to support their institutions’ justice education and advocacy efforts
  - Serve on the steering committee for the Ignatian Family Teach-In for Justice, as well as the advocacy subcommittee, and coordinate NETWORK’s participation in the conference
- Attend and/or sponsor, table, and present at conferences with our core constituencies and increase our participation at conferences with people of color.
  - Support the organization’s participation in virtual conferences
  - Track and support all staff’s participation in conferences, webinars, seminars, and the like
- Track all participants’ contact information in Salesforce
- Support the team’s building goals and rapid-response activities.
- Collaborate in the development of NETWORK’s policy agenda, and participate in organizational activities: planning, evaluation, development

What it’s like working at NETWORK:
Rooted in Catholic Social Justice, NETWORK is open to all who share our passion for justice. Staff and members are people from a variety of religious and nonreligious backgrounds. As an organization and workplace, NETWORK values work-life balance and strives to be a supportive workplace environment where staff embrace the “Sister-Spirit” of our foundresses by rooting our understanding in encounter, not ideology; prioritizing the well-being of others; seeing everyone as people first, not just roles; and using humor and being feisty in order to be bold and do the unpopular. Read More.

Benefit details:
- Generous time off: 2 weeks paid vacation in each of first two years, in addition to Thanksgiving Week off, Christmas Week off, plus 10 additional holidays
- Platinum level health plan – as well as dental and vision – at no cost to you
- Generous retirement plan and parental leave after one year
- Staff Community Days; an organizational commitment to professional development and wellness

How to apply:
Cover letter: 2-3 paragraphs in an email (not attached, but written in the body of the email) telling us why you’re interested in this position, why you are qualified, why you want to be a part of the NETWORK team, and where you found us. Give us a sense of the level of responsibility, complexity, and creativity of the work you’ve engaged in.

Resume: Attach a resume.

Email: Send materials to Sister Erin Zubal at employment@networklobby.org. Please include “GM Outreach and Education Specialist” in the subject line.

Timing: This position will stay open as long as needed — until we find the right candidate. We’ll be screening candidates on a rolling basis so please apply promptly.

It is the policy of NETWORK to conduct all personnel activities in a manner that will ensure equal opportunity for all persons without regard to religion, race, creed, gender, color, age, national origin, marital status, veteran status, disability, sexual orientation, or gender identity or expression. Every employee has the right to work in dignity in an environment free from all forms of discrimination or harassment.