



## Hiring Announcement

Gender Justice League is hiring three new positions. Each position is part time, but there is a lot of flexibility in how this workload is distributed. We are highly encouraging qualified candidates seeking full time work to consider applying for multiple positions and are willing to customize a position for the right candidate.

**Job Titles:** Communications Coordinator / Program Coordinator / Development Coordinator

**Application Deadline:** Priority Consideration will be given to applicants who submit their materials by September 1, 2020, 5pm (PST). Final deadline for applications is September 8, 2020, 5pm (PST).

**Three (3) Part Time Positions Available** - Positions may be combined for full time work.

**Compensation:** \$25/hr

**Benefits:** 32 hour work week, Health benefits available for full time employees, 10 self-designated paid holidays per year, 4 weeks of vacation, flexible scheduling, time off and reimbursement for trauma stewardship activities.

**Location:** Primarily remote work, with occasional local events in Seattle and Olympia. Preference for Washington State candidates, but partial reimbursement for moving costs are negotiable.

Gender Justice League is Washington State's trans and gender-diverse civil and human rights organization. Founded in 2012, we engage broadly in policy change, education, leadership development, and progressive coalition work. We are an explicitly trans feminist organization that is working to address racial, economic, disability, and social justice in our work and organization.

**Ideal candidates will have:**

- Lived experience advocating for the rights of transgender, non-binary, Two-Spirit, and other gender variant people of color.
- Lived experience supporting people with differing abilities and diverse cultural backgrounds, such as those marginalized by transmisogyny, transphobia, racism, colorism, ableism, and classism.
- Ability to work across differences, understand concepts of privilege & oppression, and how it operates on both an interpersonal and structural level.
- Excellent ability to engage in self care, such as taking time off, managing & communicating work stress, and finding a way to take care of your needs in the workplace.
- Organizational skills such as attention to detail, calendaring / scheduling, the ability to be self-motivated, disciplined, and ability to meet a deadline.



- Ability to work independently with little direction
- Ability to work in a team and lead a team, including making an agenda and leading a meeting
- Ability and willingness to communicate directly and address conflicts as they occur, and to help promote an environment of mutual growth and accountability.

**Gender Justice League is an Equal Opportunity Employer.**

Gender Justice League will not discriminate in employment for any reason, and especially on the basis of race, gender identity, gender expression, sex, gender, sexual orientation, citizenship or citizenship status, national origin, illness, health status including HIV or other STI status, ability, physical or mental disability, recovery from addiction, age, ethnicity, creed, color, size or height, weight, veteran status, pregnancy, genetic makeup, primary language, religious or spiritual belief, credit rating, economic status, housing or homelessness, experience surviving physical, sexual, or domestic violence, involvement in the sex trades or sex work, family responsibilities, or other unlawful factors except as required by law.



## Application Process

To apply, submit the following to [jobs@genderjusticeleague.org](mailto:jobs@genderjusticeleague.org):

- This page
- Cover Letter
- Resume
- One to two pages answering Application Questions
- (if applying to Communications Coordinator)  
Portfolio of graphic design, web design, newsletters, or other writing samples
- (if applying to Development Coordinator)  
Two (2) Writing Samples

Name :

Pronouns:

City, State:

Phone Number:

Email Address:

We welcome applications that include interest in more than one position.

### Are you open to:

- Full Time Work Only
- Part Time Work Only
- Either Full Time or Part Time Work

### Which position(s) are you applying for?

- Communications Coordinator
- Programs Coordinator
- Development Coordinator

### Application Questions

1. How did you hear about this position and why are you interested?
2. What do you see as the main challenges to trans people's civil and human rights in Washington State and the United States of America today, and how would you recommend they be overcome?
3. Looking at the "Ideal Candidate Will Have" section of the position announcement, describe what areas you see yourself fitting?
4. If you are applying for more than one position for full-time status, how do you see yourself combining them meaningfully? (single part time-time position candidates can skip this question)

### Statement on Work Experience

Gender Justice League believes that organizing and activist skills can come from a number of sources in a person's life, not simply traditional education or workplace environments. We treat documentable lived or volunteer experience on the same level as education or work experience. For this position, we are looking for 3-5 years of work, education, or lived experience that is directly related to this position. The following qualifications are a general guideline.