



## Immigrant Integration Director

OneAmerica's mission is to *advance the fundamental principles of democracy and justice by building power in immigrant communities.*

**Employment type:** Full-time, Exempt

**Salary Range:** \$75,000-\$85,000

**Program Area:** Immigrant Integration Department

**Reports To:** Executive Director

OneAmerica is an equal opportunity employer and all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity or expression, pregnancy, age, national origin, disability status, genetic information, protected veteran status, or any other characteristic protected by law.

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OneAmerica is a Seattle-based nonprofit whose mission is to *advance the fundamental principles of democracy and justice by building power in immigrant communities.*

### SUMMARY

OneAmerica is seeking a strategic and visionary Immigrant Integration Director to shape, execute and oversee OneAmerica's overall immigrant integration strategy through a power building lens. This position will lead the organization's new Department of Immigration Integration through policy advocacy, organizing and high quality program delivery. The Director of Immigrant Integration will build the Immigrant Integration Team, strengthen collaboration and team culture, and establish systems for internal communication and coordination with other departments and teams.

OneAmerica was established in 2001 by U.S. Representative Pramila Jayapal and has since grown to become a locally and nationally recognized leader in advancing immigrant, civil, and human rights. We utilize grassroots organizing, policy advocacy, and civic/electoral engagement to promote justice in three areas: immigration, education and early learning, and democracy. Our family of organizations consists of **OneAmerica** (501(c)3), **OneAmerica Votes** (501(c)4), **OAV Justice for All PAC** (OAVJFAPAC) and **OneAmerica Votes Justice Fund** (OAVPAC).

Please see additional background on the Director of Immigrant Integration role and instructions for applying below.

### BACKGROUND

OneAmerica is a vibrant and growing power-building organization that is committed to driving progressive social and political change for immigrants and refugees in Washington state.

Following four years of attacks under the Trump Administration, OneAmerica has worked to combat the emboldened racism and xenophobia facing our communities, while also building the social and political power of immigrant and refugee communities in Washington state. In the past three years, among many wins, we have:

- Trained people to run for office, electing the most diverse state legislature in Washington's history with women of color in the forefront.
- Enacted the Washington Voting Rights Act to eliminate racially polarized voting and increase the representation of people of color in local office.
- Passed the most robust sanctuary city bill in the country, protecting immigrants from deportation, and establishing a state COVID-19 undocumented relief fund.
- Led campaigns to significantly expand bilingual education and improve the educational experiences of immigrants and students of color.

Given Washington state's current political climate and the momentum of years of important victories led by our members and partners, Washington is poised to lead the nation in bold policy and social change that will ensure immigrant communities thrive. At OneAmerica we strive to build a culture of co-governance both inside and outside our organization: centering leaders who are most impacted by systemic oppression to identify and move strategic solutions. We work to hold our elected leaders accountable to this model of governance as well.

OneAmerica is launching a new Department of Immigrant Integration to drive a comprehensive and bold strategy at the intersection of workforce, adult English and naturalization to ensure immigrants are integrated into the fabric of our country, led by immigrants themselves. The Immigrant Integration Director will be a key driver in the change initiative to move our immigrant serving programs into an organizing and power building strategy.

## **POSITION DESCRIPTION**

The Immigrant Integration Director will report to the Executive Director. The Director will be responsible for shaping, executing and overseeing OneAmerica's overall immigrant integration strategy through policy advocacy, coalition building, team management and organizing immigrants through the lens of building power. This is a new department within OneAmerica, so a key component of this work will be to build the Immigrant Integration Team, bringing our citizenship and adult English program under one umbrella. This includes strengthening collaboration and culture and establishing systems for internal communication and coordination with other departments and teams that are rooted in building power and our membership base. Our goal is to thread the needle between service delivery and organizing immigrants into our movements for change.

The ideal candidate will bring a background in organizing with a strong anti-racist and power analysis to this work, using their skills as a confident, visionary, relational leader to build authentic relationships while managing multiple priorities with impeccable follow-through. This position is based in our Seattle, WA office.

### **RESPONSIBILITIES**

#### **Program & Team Management (30%)**

- Ensure effective management of and support for OneAmerica's two immigrant integration programs:
  - *English Innovations*, a model adult, contextualized, blended English language learning and digital literacy program rooted in leadership development, and community and power building

- o *Washington New Americans*, OneAmerica's statewide citizenship and naturalization program, a partnership with the State of Washington and the American Immigration Lawyers Association - Washington, including sub-grants to core partner organizations and regular citizenship clinics
- Manage program budgets and grant reports/deliverables including development, tracking and overall oversight
- Hire and supervise team members including staff leads for WA New Americans and English Innovations (2 direct reports, 8 member team)
- Develop strong and accountable team culture oriented towards organizing and power building in immigrant communities
- Lead efforts to identify, recruit and train grassroots community members that enter into OneAmerica through our integration programs and build a base of people directly impacted to drive immigrant integration agenda

#### **Policy Development (20%)**

- Own the policy priorities that emerge from our integration programs, centering the needs and leadership of immigrant and refugee community members, with a strong focus on workforce development systems and advocacy
- Develop and run a policy agenda rooted in immigrant integration and building political power including advancing bold opportunities such as establishing a Department of New Americans at the state level

#### **Strategy and Fundraising (30%)**

- Vision and build the organization's immigrant integration platform and strategic plan including moving the fields of workforce development, naturalization and adult education/English learning
- Support fundraising efforts and relationships with foundations to bring in more revenue to OneAmerica's immigrant integration work including negotiating state contracts to maximize use of funds
- Work with the political department to build a civic and voter engagement program connected to the immigrant integration strategy
- Serve on OneAmerica's executive leadership team and guide overall budget, program and strategic decision making

#### **Partnerships & Coalition Building (20%)**

- Develop and manage external relationships with key partners and stakeholders, including but not limited to the Washington State Department of Commerce and Office of Refugee and Immigrant Assistance, the King County Office of Equity and Social Justice, the City of Seattle Office of Economic Development and Office of Immigrant and Refugee Affairs, the Seattle/King County Workforce Development Council, National Partnership for New Americans and OneAmerica's national, state and local immigrant integration allies and partners
- Represent OneAmerica in various campaigns and coalitions with key allies and partners
- Support the transformation of OneAmerica's grantees and partners to build an advocacy table to move the immigrant integration department priorities
- Support the establishment of a OneAmerica campaign team of staff and leaders to drive a long term vision as well as short term campaigns for immigrant integration efforts

## **QUALIFICATIONS & REQUIREMENTS**

OneAmerica is seeking candidates who are strategic organizers and a skilled and experienced manager to lead the new department. While no one candidate will embody all the qualifications below, our ideal candidate would bring:

- A strong analysis of power and racial equity with a commitment to build power in immigrant and refugee communities by leading with relationships
- 5-8 years of work experience in electoral, union and/or community organizing with demonstrated track record of building a base of volunteer leaders/members
- 3-5 years of people and program management experience with a track record of overseeing a team or department
- Two-to-three years' experience analyzing and advocating for policy rooted in social justice with an analysis and strategy that builds power and measures success accordingly
- Expertise in the areas of naturalization, workforce development systems and/or adult ESL/education systems, including exciting and energy towards reimagining integration programs to focus on power building
- Skilled communication abilities to train on organizing principles and techniques
- Experience working directly with integration programs including adult English learners and those with varying levels of English, literacy, and technology skills
- Bilingual or multilingual assets and capacity
- Strong written and verbal communication, active listening, and relationship-building skills.
- Excellent group facilitation and coalition-building skills, and an ability to develop and maintain effective relationships with diverse allies and leaders
- Ability to motivate, mentor and supervise teams, tracking progress towards goals and building an internal team focused on achieving high results
- A spirit of self-motivation, ownership, and collaborative initiative – ability to thrive independently and with a team, taking a project successfully from beginning to end with broad guidance
- Ability to thrive within a fast-paced environment while maintaining effective time management, organization methods, and adapting to changing needs and priorities to successfully meet program deliverables
- Willingness to accommodate community-based scheduling needs such as evening and weekend meetings
- Access to reliable transportation Willingness to travel throughout Washington State and nationally on occasion

### **COMPENSATION & BENEFITS**

- Salary range is \$75,000-\$85,000 depending on qualifications and experience.
- Comprehensive health insurance coverage, vision, dental, life insurance coverage, short- and long-term disability.
- 403(b) retirement plan, 5 weeks paid time off, paid family leave, ORCA transit card or vehicle stipend, and opportunities for sabbatical.
- OneAmerica is committed to employee growth and advancement, including professional development investments.

### **TO APPLY**

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Please send your resume and cover letter to [jobs@weareoneamerica.org](mailto:jobs@weareoneamerica.org) with the subject line "Immigrant Integration Director." Your cover letter should describe your passion for building power in immigrant communities. Due to the pace of OneAmerica's campaign development, candidates are encouraged to apply as

soon as possible for priority consideration. Please visit our website at [www.weareoneamerica.org](http://www.weareoneamerica.org) to learn more about OneAmerica.