

Organizer Department Policies

I. Role and Purpose

The Organizing Department's role and purpose within the union will be to provide the means and support necessary for members to become effective organizers in their workplaces, within their branches and on an industrial level.

II. Structure

A. Composition of Organizing Department

The Organizing Department will be overseen by a five member Board. Three members of the Board will be nominated at the General Assembly and elected in the annual referendum. Two additional Board members each will be appointed from within respectively by the Survey and Research Committee and the Organizer Training Committee. Elected Board members will serve two-year terms and appointed board members will also serve two-year terms provided that they remain members of their respective committees.

B. Working Rules

The Organizing Department Board, the Survey and Research Committee and the Organizer Training Committee will use the following Working Rules:

1. The committee shall elect a chair from its membership.
2. All committee business shall be conducted through either written correspondence, which will be sent by e-mail, or phone conference calls.
3. Phone conference calls shall constitute a meeting of the committee if all members of the committee have been notified one week in advance that the meeting will take place and a quorum of members can take part in the conference call.
4. A quorum shall consist of 50% plus one of the members of the committee.
5. The only business that will require formal motions will be the disbursement of funds or the recommendation that the Organizing Department initiate a new program. Motions need not be seconded to be considered.
6. No new program will be adopted or funds be disbursed without a majority vote of the committee.
7. An e-mail motion will have a voting life of 30 days, or until such time that a majority has passed or defeated a motion.
8. The chair of the committee shall tabulate votes, make a report on all motions and decisions, their current status, and how each member voted. The Chair of the Organizing Department Board will issue a monthly report to the GEB.

III. Organizing Department Board and Sub-Committees

A. Duties of the Board and Sub-Committee

The role of the Organizing Department Board will be to give overall oversight to the operations, finances and activity of the Organizing Department. As part of these responsibilities the Board will directly facilitate the tasks and projects adopted by the Board except those under the purview of the Organizer Training Committee and the Survey and Research Committee. These committees will function as sub work groups as outlined below, select a chair and report to the Organizing Department Board. The Chair will provide to the GEB a general report monthly and a report on the activities of all campaigns quarterly. Additionally the Chair will submit a proposed annual budget in time for the Winter GEB meeting.

B. Qualifications for Board Members

All candidates, whether standing for election in the annual referendum or for appointment by the GEB, must meet the following criteria:

- They must have organizing experience and submit a statement of their organizing experience for publication in the General Organizing Bulletin.
- They must remain in continuous good standing.
- That they understand that members who fail to fulfill their obligations are subject to the same recall procedures as any other IWW officer or may be removed by a two-thirds vote of the Organizing Department.

IV. Organizing Campaign Funding**A. Scope of Funding**

The Organizing Department will create a clear process to facilitate campaigns in seeking funding from the administration. Within the OD's budget, the OD Board can approve funds towards organizing campaigns up to 25% of the OD's total budget set for organizing. For all requests above this amount the OD Board will make a recommendation to the GEB for final approval. For each proposal submitted the board will assign a member to work with the campaign, help develop their proposal and/or campaign, if needed and provide regular oversight following approval.

B. Criteria for Funding

In order to receive funding a campaign must meet the following criteria:

- It is an organizing committee that meets regularly.
- It is focused on a large shop, geographic region or industry of 200 plus workers.
- It has an outlined organizing strategy and analysis of the industry or group of workers being organized.
- There is a detailed understanding how funds/organizer will benefit campaign.
- There are a clear set of expected outcomes.
- There is a plan for campaign growth and self-sustainability after the funding period.
- There is an understanding that funding is contingent upon monthly campaign reporting and if reporting is not followed funding may be discontinued.

The Organizing Department will offer financial support to smaller campaigns who do not meet the size requirement with grants up to \$500 provided all other requirements are met.

C. Accountability

The Organizing Department Board will evaluate and hold accountable all campaigns that receive funding. On an on-going basis the Board will ask the following questions of the campaigns it is funding:

- Is it reporting monthly?
- Are the funds being effectively used?
- Is the campaign meeting its stated goals?
- Does the campaign need additional support?
- Are there similar campaigns elsewhere in the union?

V. Organizing Department Projects

A. Worker-Organizer Exchange Program

The Organizing Department will run a worker-organizer exchange program. The goals of this program will be to offer support to organizing campaigns, develop greater lines of communication between branches and facilitate worker-organizers in improving their skill sets. The Organizing Department will both solicit branches, individuals and campaigns to the program and welcome applications. The criteria for funding and facilitating an exchange will be those in Section IV.B. Additionally the following criteria will apply:

- The worker-organizer involved has received formal sponsorship from both their home branch and the host branch. If the worker-organizer is not a member of a branch this requirement may be waived with the approval of the Organizing Department Board.
- There is a clear understanding of what the person/campaign/sponsoring branch will gain from the exchange
- There are clear expectations of what the hosting branch will provide such as housing, stipend, mentorship, and level of expected activity
- There is a division of matching funds between Organizing Department, host branch and sponsoring branch

B. Mentorship Program

The Organizing Department Board will work with members of the Organizer Training Committee and Organizer Training Program to identify potential or existing workplace organizers and branch leaders who could use the support of a more experienced organizer. The Board will contact these individuals to see if they would benefit from mentorship. If they would the Board will pair the less experienced organizer with a more experienced mentor. The mentor will be expected to be in contact with the mentee at least twice a month. In order to facilitate this program the Organizing Department will maintain a list of all members of the union who are currently involved in organizing campaigns.

C. Campaign Mentorship:

The Organizing Department Board will provide advice and support to campaigns as requested. Additionally, the Board will assign one of its members to work with all campaigns of more than 200 workers. The Board member assigned to such a campaign will be expected to be in contact with the campaign at least twice a month.

D. Organizing Summit/Regional Assembly

Every other year the Organizing Department will sponsor, with the assistance of a local branch, a union-wide organizing summit. In the off years it will support branches in setting up regional assemblies.

E. Sister Branch Program

The Organizing Department will identify branches working on similar campaigns or facing similar organizational issues and work to foster a relationship between them.

F. Future Programs

The Organizing Department will adopt additional programs as it sees fit to fulfill its purpose. Possible future projects include: Wobbly Summer and expanded training programs.

VI. Sub-Committees

A. Organizing Training Program

Purpose Statement:

The Organizer Training Program (OTP) of the IWW will be administrated by a three member committee charged with overseeing the work of the body which will be called the Organizer Training Committee (OTC). Though the goals of the OTC remain fluid, since the needs of the union will grow and change, the present goals of the OTC will be to offer trainings for branches, groups and workplace organizing committees to increase capacity and skills to do workplace and industrial organizing. The OTC will strive to communicate the methods and ideas of solidarity unionism in all trainings and aspect of its work. The OTC will prioritize the recruitment and leadership development of trainers whom are leaders in workplace organizing campaigns and specifically those whom are women, people of color, and immigrants whose first languages are not English.

OTP Budget and Finance Policy

1. The OTC will submit a proposed budget to the GEB in January in time for the Winter GEB meeting.
2. Funds will come from the General Fund of the IWW. The GST will work with the OTC Chair to maintain a record of all funds spent. Cost overages, or expected ones, should be reported to the GEB as soon as possible.
3. Until greater funds allow, it will be the policy of the OTP when working with IWW branches or groups to do cost sharing. Branches are expected to contribute to the cost of the training as much as they can.
4. If the OTC allocates funds towards a training, the OTC will work with the branch to set a clear expectation of attendance.

OTC Annual Meeting or “Training for Trainers”

The OTC will hold an annual meeting to collectively evaluate its work and curriculum and train identified workplace and organizing leaders to become future trainers.

OTC Election

The GEB is responsible for appointing the members of the OTC annually. Each year at the Annual Meeting the OTC will sponsor an internal election by trainers and participants to recommend to the GEB future members of the OTC.

The Organizer Training Committee is charged with the following responsibilities:

1. Handling all requests for trainings. The chair will field the request, coordinate trainers, monitor planning of OT and do short and long term follow-up.
2. Keeping track of all available trainers in the union and facilitating communication among this group.
3. Assigning trainers to branches, shops, or regions in need.
4. Actively identifying areas that could benefit from trainings and making trainings available to these areas.
5. Functioning as a clearinghouse for all training materials and making materials available to branches in advance of trainings.
6. Working closely with trainers prior to trainings to ensure that they are prepared. This work should include, but is not limited to, reviewing the training agenda and the trainer's outline. It would also include notifying trainers and potential trainers for the OTC.
7. Organizing a conference call for trainers after each training to debrief, evaluate the training, and determine what follow-up needs to be done. The six month follow up with branch would be part of this follow up.
8. The OTC will hold an annual meeting to collectively evaluate its work and curriculum and train identified workplace and organizing leaders to become future trainers.

9. Moderating the OTC e-mail list, which includes all committee members and trainers. Also, run regular announcements in IWW publications to expand the number member trainers.
10. Reporting to the GEB and the general membership of the union on a quarterly basis.
11. Prepare a budget request for the GEB.
12. Transfer materials and contact information of trainers to future OTC members.

B. Survey and Research Committee

1 . Purpose

The Survey and Research Committee will consist of three members appointed by the General Executive Board. The purpose of the research committee will be to develop analyses of organizing strategies and tactics and support local campaigns in their research needs.

2 . Projects

a . Organizing Writing Project

Every two years the Survey and Research Committee will publish the results of a union wide survey on a topic related to organizing. The report will both analyze the results of the survey and make recommendations based on its findings. Future topics of the survey might include: corridor campaigns, contract shops, solidarity unionism, understanding of what it means to be a member of the union, branch structure and operations.

b . Campaign Research

The Survey and Research Committee will assist in campaign research as appropriate. However, committee members will not be expected to perform campaign research themselves. Rather they will facilitate it by identifying and maintaining a list of members of the union willing to do campaign research. Organizers are encouraged to utilize the SRC for assistance in meeting the criteria for funding.