



FAITH IN TEXAS

The Power of Faithful People

About Faith in Texas

[Faith in Texas](#) is a growing nonpartisan, multi-racial, multi-faith grassroots movement of Christian, Jewish, Muslim, Unitarian, and believers in humanity, united in values working together for economic, racial, and social justice for all people. We envision a world in which equity in these three areas enables everyone to live in complete liberation to pursue their divine purpose and participate fully in the systems and processes that govern their lives.

Faith in Texas' faith-rooted community organizing program currently mobilizes faith communities, directly impacted people, and Black, Indigenous, and people of color in the DFW metroplex through policy campaigns, integrated voter engagement, leadership development, faith formation, deep listening, research, and public action. We create pathways of opportunity for all Texans and affect change at the local and state levels by teaching, empowering, and mobilizing congregations and communities through civic engagement and community organizing. Faith in Texas has a diverse staff and a large base of congregations, clergy, faith leaders, and lay leaders across the Dallas-Fort Worth metroplex. We are purposefully building a multicultural, directly-impacted-led movement with faith and race at the center of our work. Faith in Texas is an affiliate of the [Faith in Action network](#), the nation's largest network developing civic leadership in low- and moderate-income communities.

Faith in Texas is an Equal Opportunity Employer. We are committed to building a staff that reflects the diverse communities that make up our communities. We take pride in creating a welcoming workplace for veterans, women, people of diverse racial and ethnic backgrounds, formerly incarcerated people, people with disabilities, and people with parenting and caretaking responsibilities.

Position Summary

Faith in Texas is seeking a Bail Fund Organizer to join our talented and diverse team. This is a part-time temporary position for one year based in Dallas, that may include evening and weekend work as needed. This position involves managing the Luke 4:18 Bail Fund program by establishing relationships with public officials and performing bailouts monthly, or as determined by the team. The role serves as a community-based advocate who works to identify people in need of bail assistance, post bail to secure their freedom, and provide pretrial support using the Luke 4:18 Bail Fund. This person will work to leverage local partnerships with other service providers, advocacy organizations, and community groups to expand resources for Bail Fund clients and advance bail reform.



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The Bail Fund Organizer will also be responsible for assisting with the day-to-day and special event administrative and operational duties within the program. The position will help support the overall strategic goals of Luke 4:18 Bail Fund by assisting the organizing team with special projects.

Duties and Responsibilities:

ADMINISTRATIVE SUPPORT

- Answer calls and emails regarding the Luke 4:18 Bail fund program
- Complete and consolidate Bailout Request Forms
- Maintain bailout records associated with bailout transactions and receipts
- Input, track, and archive client data in database
- Update court appearance outcomes, input future court dates, document disposed case outcomes, and update refund/forfeiture information
- Track bonds and the return of monies associated with the bail fund
- File for and submit bail refunds

DIRECT BAIL / CLIENT SUPPORT

- Respond to referrals from public defenders, family members, and other sources
- Review and analyze book-in information
- Schedule and coordinate inmate interviews via phone, virtual or in-person meetings
- Post bail for clients periodically at detention centers
- Respond to ongoing requests from clients to support emerging needs and their return to court
- Provide court notifications and arrange transportation to court and service appointments as needed
- Connect clients to social services and community resources based on identified needs
- Conduct client follow-up including questionnaires and court reminders
- Develop post-release support plans for clients and coordinate with partner organizations, as needed
- Arrange post-bailout interviews and testimonials
- Compile and update housing and employment resources for clients
- Contact clients who have missed court to help them return to court; work with counsel to contest clients' bench warrants and bail forfeitures
- Identify clients interested in sharing their experience for advocacy purposes and work with the Communications Team to document these stories.

COMMUNITY ORGANIZING / PARTNER ENGAGEMENT

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- Correspond and maintain key relationships with attorneys and community partners/leaders to meet the needs of our clients
- Assist with identifying vendors for special events and wraparound services
- Assist with coordination of housing and job fairs and welcome home dinners
- Develop and maintain productive relationships with community, local government, and other stakeholders to help advance the Luke 4:18 Bail Fund program

Please note, this is a non-exhaustive list and is subject to change as needed to accommodate the organizational goals of Faith in Texas.

Core Competencies

- Committed to completing daily work in an accurate, timely, and consistent manner
- Is an excellent communicator who maintains a high level of professionalism at all times
- Thrives in a fast-paced, team-based atmosphere
- High emotional intelligence and strong interpersonal communicator
- Proven ability to work effectively with people from diverse racial, cultural, religious and socioeconomic backgrounds and generations, including organizing experience and leadership development among those in Black, Indigenous and people of color communities
- A forward-thinking, dynamic change agent who is passionate about justice and wants to dismantle the structural forces causing racial, economic, and social disparities
- Deep commitment to Texas' Black, Indigenous and people of color communities
- Dedication to strong work quality and follow-through
- Excellent organizational skills and ability to meet goals and strict deadlines
- Strong interpersonal and relational skills
- Ability to learn new systems to keep track of people and information
- Invested in the local community and demonstrates an interest in racial and social justice and/or criminal legal reform
- Generates alternative solutions to address client needs and work challenges

Qualifications and Experience:

- Successful experience managing social justice programs
- Knowledge and experience with Google Suite, Microsoft Office, etc.
- Experience with entering client data and skills in basic data analysis

Preferred Qualifications

- Associate or bachelor's degree in Public Administration, Social Work, Political Science, Sociology, Public Policy, or Social or Criminal Justice studies
- Fluency in written and conversational Spanish is strongly preferred
- Knowledge of and experience with faith communities and/or incarceration

Compensation and Benefits:

Faith in Texas has a strong learning culture that includes regular paid staff development sessions as well as state and national training. We place a high priority on personal and professional leadership development, relationship building, and creating a respectful and supportive multiracial, multifaith, and multilingual organization. In addition to these invaluable benefits, Faith in Texas offers the following:

- This is a temporary part-time, hourly, position for one year.
- May include some evening work and weekend work.
- A competitive salary commensurate with past experience.

Application Procedure

All applicants must apply for this position **online via organizingcareers.org**. Please have the following documents ready to upload to your online application:

1. An electronic file of your resume (preferably in PDF format) ready to be uploaded with your online application.
2. A cover letter that highlights your relevant experience, reflects on your connection to our areas of focus and/or the broader social justice movement. {Optional}
3. A list of 3 references. For every reference, please include name, email, phone number, and relationship.

Deadline:

Applications close on **Monday, June 7, 2021**

Incomplete submissions will not be considered.