

!!Action Committee Positions Currently Available!!

For any further questions/to volunteer for a committee position,
you can email us at either of the following:

mocaunion36@gmail.com

mocaunionaction@gmail.com

- **Email Attendants**

- This will be a shared position
- Help to check the Union email daily
- Must thoroughly read any received emails, inspect attached documents, etc.
- Report on email content to the general Organizing Committee
- Responds to emails
- Disseminates meeting links/times, newsletters, Union documents, etc.
- One-on-one outreach: contact individual members, make sure they're up to date
 - Potentially do some phone banking as needed
- If an email/content in an email must be addressed urgently, this person must notify the OC immediately

- **Note-takers / Scribes**

- Multiple persons can contribute to this role
- Attend all (or as many as possible) MOCA bargaining and general meetings
- Take thorough notes on items discussed/questions left to address, etc.
- Send notes to historian in a timely matter
- If you have the ability to record our general Union meetings, that would be super cool :-)

- **Union Historian / Notes Compiler**

- May be an additional role for note-taker(s)
- Mostly in charge of merging all notes taken from meetings (most likely from multiple note takers)
- Writes summaries of meetings to be disseminated to the Union / be used in upcoming newsletters

- **Website Designers**

- Assist on the creation/maintenance of MOCA Union website, as headed by Olivia Leiter
- Upload important Union documents/content/images/links as needed to help maintain public facing transparency
- Potentially help run our social media presence as well (namely Instagram)

- **Newsletter Contributors**

- Assist on the writing/design/dissemination of our weekly Union newsletter, as headed by Janet Lee
- Potentially research and provide information/awareness to other art and cultural worker struggles
- Do you want to make weekly memes/comics? That would be cool too

- **For MOCA Liaisons**

- Shared position, multiple alternates preferred
- Acts as a Union representative in For MOCA meetings
- Must attend For MOCA meetings and take notes on items discussed (especially with regard to important dates/actions)
- Reports notes/summary of For MOCA meetings back to the OC
- Potentially answers Union-related questions
- May bring further questions back to the OC/Bargaining Committee

- **BIPOC Meeting Committee**

- Help to regularly schedule BIPOC meetings
- Assists in note-taking/facilitating discussion
- Collaboratively help to make a safe space for BIPOC membership to voice their concerns/questions
- Assist in relaying information/notes back to Union OC, especially methods/ideas that the Union can implement to protect and elevate its BIPOC members

- **By-Laws Committee**

- Research union by-law structures to build the democratic procedures post-bargaining
- Draft by-laws and rules
- Reach out to other unions to gain insight on how to design by-laws

- **Union Outreach/Local 126 Formation Committee**

- Make contact with local unions that could use MOCA Union's assistance or solidarity
- Report on any calls for assistance/support to Union membership
- Help draft the by-laws and design strategy for AFSCME Local 126: Museum, Art and Cultural Workers Union that will (hopefully) soon include other Los Angeles cultural sector unions
- Coordinate with website committee to signal boost other Unions
- Look for general opportunities for MOCA Union activism and outreach
- Scout pro-union and organized labor groups for potential partnerships
- Must love Piña Coladas and seizing the means of production