



Location: Phoenix, Arizona

ADP Deputy Political Director

The Deputy Political Director will report to and work with the Political Director and in tandem with the Field, Finance, and Communications departments to craft ADP outreach plans and oversee the implementation of the plans.

The Deputy Political Director will be responsible for cultivating and maintaining excellent relationships within the Latinx community to expand our ability to compete in local, state, and national campaigns. Responsibilities will include creating a strategy for increased voter registration, voter awareness campaigns, social media, press and media awareness for Democratic candidates.

Essential Job Functions:

This role reports directly to the Political Director and job responsibilities include:

- Working with Party leadership and staff to write and implement ongoing political outreach plans to raise awareness of Democratic candidates within the Latinx community.
- Supervising and coaching of interns and volunteers.
- Planning, managing, and recruiting for small and large outreach events.
- Recruiting and managing volunteer teams to complete outreach goals.
- Creating materials and or social media to use in Latinx communities.
- Work with key Democrats to ensure the most effective possible coordination to ensure effective outreach to Latinx communities.
- Work with campaigns to craft, insert, and prioritize targeted engagement efforts.
- Work with the State recognized Caucus &/or council to devise an electoral program or to support an existing state-based electoral program that builds representation and power in the community and measures success.
- Organize coalition meetings, conference calls, and trainings that build representation and power.

Outreach:

- Engage with state or national committees, political campaigns, or non-profit organizations.
- Educate constituencies in the Arizona political landscape and electoral strategies.
- Provide leadership development, electoral campaign management, staff management, racial justice and/or social equity work.
- Demonstrates organizational, interpersonal, and presentation skills.
- Outstanding written and verbal communication skills, and strong attention to detail.
- Ability to thrive in a fast-paced environment where priorities change rapidly.
- Strength in building relationships and unconventional alliances.

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Organizing:

- Have high energy, enthusiasm, a positive attitude, and a sense of humor.
- Have a collaborative & empowering leadership and management style.
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- Have a solutions-oriented approach, with a willingness to take initiative, while juggling several priorities that may change quickly.
- Be creative, innovative, and forward-thinking.
- Have the ability to parlay successful actions into generating new relationships and opportunities.
- Display a high level of interpersonal skills and judgment, exhibiting poise, tact, and diplomacy.
- Have a demonstrated ability to navigate conflict and work toward resolution required.

Required Skills:

- Knowledge of, and experience within, the Arizona political landscape and Arizona Democratic Party infrastructure.
- Ability to build and maintain relationships with groups and individuals on behalf of the ADP; ability to persuade and negotiate.
- Ability to organize and maintain records of relevant meetings and interactions with dozens of individuals and groups throughout the 15 counties.
- Strong public speaking and presentation skills.
- Experience with conflict resolution.
- Self-starter who can work independently.
- Ability to “manage up” within the organization.

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https://recruiting.myapps.paychex.com/appone/MainInfoReq.asp?R_ID=387537. No phone calls please!

The Arizona Democratic Party (ADP), is committed to diversity among its staff, and recognizes that its continued success requires the highest commitment to obtaining and retaining a diverse staff that provides the best quality services to supporters and constituents. The ADP is an equal opportunity employer and prohibits discrimination of employment, promotion, compensation, terms, conditions, or privileges of employment on the basis of gender, disability, race, age, national origin, color, creed, sexual orientation, sex (including marital and parental status), gender identity and expression, religion, economic status, ethnic identity, veteran's status, or any other basis prohibited by applicable law.

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