

TEXAS DEMOCRATS

Site-Based Registration Manager

This person oversees our site-based voter registration programs. By the fall of 2022, this person will manage a program with dozens to hundreds of voter registration canvassers who are registering voters at events, targeted high-traffic areas, and at their doors.

Depending on the depth of your management experience, you may be considered for the Statewide Manager or Regional Manager position.

Core Responsibilities

- Hire, manage and coach a team of paid community voter registration leads to do site-based registration
- Use data and political relationships to support your team in identifying locations to do voter registration
- Build scalable systems and tools for in-person voter registration
- Develop the scripts, resources and data systems your staff need to succeed, in close collaboration with the Data, Voter Protection, and Political Teams
- Ensure your staff's strict compliance with Texas election law and TDP procedures
- Evaluate the effectiveness of tools, strategies, and tactics and develop new options, where appropriate
- Support other voter registration work, as needed/assigned

Required Skills and Experience

- At least one cycle of experience managing field staff to achieve voter registration or contact goals (*for the Regional Manager role*)
At least one cycle of experience as a Regional Organizing Director, Deputy Organizing Director or Organizing Director, or their equivalent (*for the Statewide Manager role*)
- You have a systems orientation to developing resources and tools that will scale as the program grows and you hire additional canvassers
- Experience with VAN, sophisticated spreadsheets, and holding people accountable for meeting data hygiene standards
- You are detail oriented

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Preferred Experience

- You have developed and scaled a field program previously for a voter registration, voter turnout, or issue advocacy campaign

Required Tools

- Reliable transportation -- You will be required to travel within the state to support the program

You will be asked to provide proof of COVID-19 vaccination prior to your first day.

Compensation & Logistics

- **Start Date:** ASAP
- **Employment Type:** Cycle (through November 2022)
- **Reports To:** Voter Registration Director
- **Location:** Austin, TX
- **Salary:** \$55,000-\$65,000/year
Employee health insurance premiums paid fully by employer

How to Apply:

Please [click here](#) and fill out this form to apply for this position.