



Campaign Manager

The Alaska Democratic Party seeks Campaign Managers for Federal, Governor, and State Legislative races. Position reports to the candidate and the Executive officials of the Alaska Democratic Party, with substantial involvement with the Coordinated Campaign Director, the House Services Campaign Coordinator, other statewide campaigns, allied organizations, and more.

Job Description: This position is an important strategic role with a wide range of responsibilities, serving as campaign manager, trusted advisor, and strategic asset for the campaign.

Immediate responsibilities include developing the candidate's strategic blueprint for victory. Position requires a person who is a true catalyst in starting up programs and making change and progress happen quickly and one who can work collaboratively with volunteers, the media, other campaigns and other actors necessary for victory. To that end, the primary focus of the activities will include:

- Direct all campaign activities.
- Develop written campaign plan, budget, timelines, necessary critical actions, etc.
- Manage relationships with volunteers, coordinated campaigns and local leaders.
- Create and administer the campaign budget and strategy.
- Oversee and ensure successful execution of campaign press strategy.
- Manage candidate's daily schedule.
- Implement an early and robust fundraising program of call time, events, mail, and online components.
- Coordinate directly and effectively with the coordinated campaign.
- Ensure accountability of volunteers, programs and activities by developing, setting, and implementing performance milestones, and ensuring these milestones are met and progress is continually demonstrated toward their fulfillment.
- Work with consultants and mail/design contractors to keep projects on time and on budget.
- Any and all other aspects of managing a winning campaign

Qualifications:

- Proven leadership abilities
- A dedication to Democratic values
- Strong interpersonal skills
- A positive track record in grassroots organizations
- Proven fundraising ability/skills
- Previous campaign experience desired, but not required

Location/Other Logistics: It is understood by all parties that this position requires significant amounts of time on a monthly and weekly basis. Campaign managers must have excellent organizational skills, be level-headed, have good interpersonal skills and not be afraid of raising money. Locations are as needed across Alaska. Candidates must be available until at least mid-November 2022.

Please send a resume, three professional references and a cover letter to jobs@alaskademocrats.org.