



Digital Manager, Democratic Party of Illinois

The Democratic Party of Illinois (DPI) is seeking a dynamic individual to fill the position of Digital Manager. This position works closely with the Deputy Director to effectively engage, activate, and grow the Democratic Party online.

About the Democratic Party of Illinois

In the 2022 election cycle, the DPI will protect and elect Democrats up and down the ballot, while building the most active and inclusive party our state has ever seen. Our work is year-round, and our programs will focus on welcoming Illinois Democrats home to a party focused relentlessly on electing those who champion our causes and our communities. As we approach the largest cycle we'll see this decade, we seek outstanding applicants to help us achieve our mission of electing Democrats at all levels in 2022 and beyond.

What Will You Do?

The Digital Manager is responsible for building and executing DPI's online communications from the ground up.

Responsibilities include:

- In partnership with the Deputy Director, develop and implement an overarching digital communications strategy for DPI using its online assets;
- Develop and draft digital communications, including the overall content and design of DPI's website(s), email, Facebook, Twitter and other social media outlets;
- Manage DPI's digital tools and properties including but not limited to websites, email platforms, SMS platforms, social media, and digital advertising platforms;
- Effectively develop digital volunteer capacity;
- Direct research and development of emerging digital tools and tactics to enhance DPI's communications strategy;
- Develop strategic opportunities that promote the organizational mission;
- Engage in vendor relationships as needed;
- Other duties as assigned.

Who Are You?

The ideal candidate will be a passionate promoter of Democratic values and have experience in digital program building and execution. They will be constantly curious and creative, and be an exceptional communicator in a variety of platforms. A familiarity with the Illinois political landscape is preferred.

Qualifications:

- 1-2 years of experience working in a digital role on electoral campaigns or political programs;
- Demonstrated experience creating written, visual, or other digital content on multiple platforms for multiple audiences;
- Advanced understanding of digital tools including email, social media, or other content marketing, design, and distribution tools;
- Excellent written and verbal communication skills;
- Basic graphic design skills (advanced graphic design skills and/or video editing skills a plus);
- Effective time management skills, including prioritizing and managing multiple tasks in a fast-paced environment;
- Ability to effectively collaborate and work well with internal staff and external stakeholders at all levels;
- Demonstrated ability to be flexible and able to adapt quickly to meet project needs;
- Commitment to metrics and tracking progress, including a proven ability to implement data-driven strategies and sophisticated testing efforts.

Job Details

Applicants must live in Illinois. Fully-remote applicants considered, but preference given to applicants who can work in-office either in Chicago or Springfield. Applicants must have the ability to travel throughout the state for up to several days at a time and must have a valid driver's license.

The salary range for this role is \$50,000 - \$65,000, and is commensurate with experience. DPI also offers a generous benefits package with the opportunity for growth.

How To Apply

Interested candidates should send an introductory email and their resume to careers@ildems.com. Interviews will be conducted on a rolling basis. Preference given to applicants who apply by Jan. 18, 2022.

The Democratic Party of Illinois is committed to diversity among its staff and recognizes that its continued success requires the highest commitment to hiring and retaining a diverse staff that provides the best quality services to our mission. DPI is an equal opportunity employer and it is DPI's policy to recruit, hire, train, promote and administer any and all personnel actions without regard to sex, race, age, color, creed, national origin, religion, sexual orientation, gender identity, ethnic identity, physical disability, or any other legally protected basis.