

# TAKE BACK TENNESSEE

**Position:** Political and Organizing Director

**Start Date:** February 2022

**Location:** Nashville, TN

**Reports To:** Executive Director and Coordinated Campaign Director

**Position Summary:** The Political and Organizing Director will lead the largest and most goal-driven department within the TNDP's 2022 coordinated campaign. This combined department director role will oversee deputy political and organizing directors to manage both branches of voter and stakeholder mobilization. Additionally, the Political and Organizing Director will manage directors focused on county party growth and support and the management of our coordinated campaign candidate support structure. Finally, this role has the potential to extend beyond 2022 and become a core role at the TNDP for years to come.

The 2022 Tennessee Coordinated Campaign, Take Back Tennessee, is the inaugural year of the path to turn Tennessee blue. Joining Take Back Tennessee will give staffers the chance to get in on the ground level of making history in Tennessee as well as run an innovative program that is equal parts experimental and strategic. The potential for 2022 includes registering over 200,000 new voters in Tennessee, flipping several seats across the state, pushing more districts into the flippable zone for 2024, and growing our Democratic momentum. This position will require occasional travel and is an in-person position based out of the TNDP's Nashville, TN headquarters. Irregular hours including nights and weekends as well as increasing hours are an expectation of the job.

## **Essential Duties and Responsibilities:**

- Take the lead on political and organizing strategy for 2022 and long term strategy into 2023 and beyond
- Develop and manage relationships with key stakeholders (elected officials, candidates, county party chairs, donors, allied groups, other partners, etc.)
- Recruit and support candidates through the coordinated campaign buy-in process and beyond
- Collaborate across teams to plan and execute political goals for the TNDP, including those around county parties, candidates, voter contact/organizing, etc.
- Manage political and organizing department to include Deputy Political Directors, Deputy Organizing Director, State Campaigns Director, and Party Affairs Director
- Assist with the hiring, training and development of political, campaign, and organizing staff across the state
- Communicate and contextualize programmatic updates/priorities to the team and share salient programmatic feedback and recommendations
- Work with the Data team to ensure data integrity and run a metrics based field program
- Goals include: increased Democratic voter turnout, increase number of people enrolled in vote-by-mail, increased number of Democratic voters registered

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- Maintain a cohesive field effort among the counties for non-election year activities
- Other duties as assigned

## **Preferred Qualifications:**

- Have reliable transportation and a valid driver's license
- Knowledge and fluency in p2p platforms, social media platforms and relational organizing tools in addition to fluency in best practices within those platforms
- Experience with distributed organizing programs
- Advanced Votebuilder, excel, and digital tool skills

## **Required Qualifications:**

- 4+ years of political, campaign management, and/or organizing experience
- 3+ more years of experience managing and coaching staff to meet goals as well as a proven track record of effective recruitment, management and development of a diverse staff
- Detailed knowledge of VAN, Mobilize, and other field/RVP tools
- Experience creating clear, transparent processes for voter contact goal construction, accountability, and reporting for all organizing staff
- Knowledge of volunteer and paid tactics, and when/how to deploy them effectively and efficiently
- Excels at building relationships and finding solutions to difficult situations
- Comfortable and confident in public speaking, particularly with grassroots leaders
- Clear, effective, high-quality writer
- Experience building and overseeing a political program
- Experience managing managers
- Experience at a senior level on a competitive candidate campaign
- Possess a sharp and critical eye for detail
- Resilient, resourceful, and adaptive to priority shifts and change (big and small)
- Kind but willing to apply soft elbows when needed
- Have experience working in a fast-paced environment, managing multiple projects at the same time while meeting tight deadlines
- Highly communicative - responsive to internal and external requests, emails, and calls, within reason
- Values and prioritizes diversity, equity, and inclusion and enjoys working with people of diverse backgrounds and cultures
- Believes in and lives out the TNDP's and DNC's mission and values

**Salary and Benefits:** This is a full-time position through 2022 and potentially beyond. This position pays \$4,500-\$6,000 per month. Benefits include 100% employer coverage of medical and dental insurance as well as mileage reimbursements and 1 week each January plus 1 day

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of PTO gained per month. Staff may not use time off on blackout dates, and applicants are encouraged to inquire about blackout dates and work schedules during the interview process.

**To Apply:** Email a current resume and sample field or political plan to [jobs@tndp.org](mailto:jobs@tndp.org). Include the subject line “Political and Organizing Director.” In the body of the email, tell us your anticipated start date and why you want to come Take Back Tennessee in 3 sentences or less.

The Tennessee Democratic Party (TNDP), 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 TNDP is an equal opportunity employer and it is our policy to recruit, hire, train, promote and administer any and all personnel actions without regard to sex, race, age, color, creed, national origin, religion, economic status, sexual orientation, veteran status, gender identity or expression, ethnic identity or disability, or any other legally protected basis. The TNDP is committed to providing reasonable accommodations to individuals with disabilities in the hiring process and on the job, as required by applicable law. The TNDP will not tolerate any unlawful discrimination and any such conduct is strictly prohibited.