

2022 North Carolina Democratic Party Coordinated Campaign Data and Analytics Director

The North Carolina Democratic Party (NCDP) is currently accepting applications for the position of 2022 NCDP Coordinated Campaign Data and Analytics Director. This role is a salaried, exempt full-time, temporary position. The Director role is highly collaborative and crucial to the NCDP mission of electing Democrats at all levels. The Data & Analytics Director is responsible for sourcing, analyzing targeting and sharing data to assist with projects across all NCDP departments, as well as being the primary admin and contact for the NC Votebuilder.

Responsibilities:

- Manage Votebuilder access for county parties, campaign, and partner organizations.
- Supervise the planning and execution of departmental goals and metrics.
- Create reports designed for campaign leadership and party staff.
- Manage relationships with voter file, analytics, and technology vendors, and serve as a liaison to other organizations that NCDP works closely with on data-related issues.
- Supervise, extend offers to, discipline, manage, and direct the activities of the Data and Analytics team.
- Work on an ongoing basis with national, statewide, and local races to provide targeting support.
- Provide guidance, training, and support to staff as it relates to the use of data for measuring organizational performance and strategic planning.
- Develop methods to help optimize fundraising outreach efforts.
- Supervise, manage, and train team members, leadership, field organizers and volunteers on voter and potential voter contact methods using the most up to date data guidelines and best practices.

Qualifications:

- An understanding of statistical modeling and how it should be used to target voters
- Work hours vary from standard office hours and include weekends. This is an exempt, salaried, management position.
- Experience standardizing data from multiple sources to produce complex reports
- Demonstrated data analysis and writing skills
- Ability to plan and manage time sensitive projects with competing needs
- Advanced knowledge of Excel including formulas, functions, and pivot tables
- Knowledge of SQL

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- At least 2 complete campaign cycles, with heavy VAN experience.
- Experience supervising, managing, and directing state campaign employees.
- Highly Preferred:
 - Familiarity with Tableau, GIS, and Python.
- Travel may be required, and the position requires possession of personal transportation.

NC Democratic Party Benefits:

Salary is commensurate with experience.

All full-time employees are offered a comprehensive benefits package, 100% covered by NCDP. This includes medical, dental, vision, disability, and life insurance. Benefits become active on your first day of employment. Employees can add partners and dependents to health benefits but are responsible for covering the additional cost.

How to apply:

Applications can be sent in via email, to jobs@ncdp.org. All applications must include the following items to be considered:

- Cover letter: should showcase your interest in this position and highlights your unique skill set(s) and qualification(s).
- Resume
- Writing sample; should be from professional experience
- Salary requirements
- References; at least 2-3 professional contacts

All applications should be emailed to jobs@ncdp.org. Please only list the words "Data & Analytics Director" in the subject line. If you have specific questions about this opening, please email Operations Director, Erin Pfingston (erin@ncdp.org). Applications that are improperly submitted will not be accepted; this position will remain open until filled.

EEOC Statement:

The North Carolina Democratic Party is an equal opportunity employer. We will not discriminate and will take affirmative action measures to ensure against discrimination in employment, recruitment, advertisements for employment, compensation, termination, upgrading, promotions, and other conditions of employment against any employee or job applicant on the bases of race, color, gender, national origin, age, religion, creed, disability, veteran's status, sexual orientation, gender identify or gender expression.