

TAKE BACK TENNESSEE

Position: Coordinated Organizing Director
Start Date: Immediate
Location: Nashville, TN
Reports To: Coordinated Campaign Director

Position Summary: The Coordinated Organizing Director will be the leader of the TNDP's 2022 coordinated campaign organizing program. The Coordinated Organizing Director will manage a Deputy Organizing Director and Regional Organizing Directors who will manage Organizers to meet various voter contact and volunteer recruitment/retention goals. The Coordinated Organizing Director will also work closely with the Party Affairs Director to support the growth and success of county parties and the State Campaigns Director to support the growth and success of coordinated candidate campaigns.

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:

- Partner with State Campaigns Director, Community Engagement Director, and Party Affairs Director to develop an organizing plan that supports campaign teams, candidates, and county parties
- Design and implement online infrastructure to expand relationships with volunteers and supporters
- Build meaningful relationships with and opportunities for local grassroots leaders and county parties
- Develop strategies and systems that lead the organizing program to successfully meet daily, weekly, and phase organizing metrics, as well as maintain data integrity
- Develop strong relationships with other departments and build cross-departmental systems and structures to support the organizing team
- Manage and support a Deputy Organizing Director, Regional Organizing Directors, and Organizers in executing voter contact efforts, such as phone banks, canvasses, and voter registration and recruiting, developing and training volunteer teams and leaders
- Motivate field staff to meet goals, including establishing evaluation and accountability systems in the field to ensure that campaign goals are met
- Plan and execute ID, persuasion, absentee, and GOTV programs

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- Collaborate with Data Director to gather and integrate into the Voter File the best available analytics, modeling, and voter-identification information
- Ensure that all metrics related to field activities are properly tracked
- Conduct coaching and accountability conversations with organizing staff who are falling short of their goals
- Other duties as assigned

Preferred Qualifications:

- Valid driver's license and reliable access to a vehicle
- Experience in red and rural areas
- Experience managing managers

Required Qualifications:

- 3+ years of experience working on political campaigns in field
- 2+ years of paid staff management experience on a political campaign as a Field Director or Deputy Field Director
- Experience recruiting, hiring, training, and managing field staff
- Experience writing field and GOTV plans
- Experience targeting and creating persuasion and GOTV universes based on modeling
- Extensive knowledge of and experience working with VoteBuilder (VAN), Mobilize, texting and dialer platforms, and other field/RVP tools
- Willingness to manage a diverse team with different experiences and perspectives, and a commitment to helping them grow and succeed
- Knowledge of volunteer and paid tactics, and when/how to deploy them effectively and efficiently
- Comfortable and confident in public speaking, particularly with grassroots leaders
- Commitment to using data to inform decisions
- Experience creating clear, transparent processes for voter contact goal construction, accountability, and reporting for all organizing staff
- Comfortable with technology and learning new tech systems
- Strong computer skills
- Solutions-oriented, creative, and flexible - every day will look different, and it's important to have a positive attitude, be a team player, and find creative solutions
- Excellent written and verbal communication skills
- Ability to communicate clearly and proactively both with staff and with external partners
- Ability to manage multiple projects independently and navigate competing priorities
- Possess a sharp and critical eye for detail
- Resilient, resourceful, and adaptive to priority shifts and change (big and small)
- Have experience working in a fast-paced environment, managing multiple projects at the same time while meeting tight deadlines

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- 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, contracted position through November 15, 2022. This position pays \$6,000 per month. Benefits include 100% employer coverage of medical and dental insurance as well as mileage reimbursements and 1 day 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 plan to jobs@tndp.org. Include the subject line "Coordinated 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.