



## Job Description: Training & GOTV Director

**The Maryland Democratic Party is seeking an experienced Training & GOTV Director to oversee our organizing program's planning and training elements.**

As a Training Director, you are responsible for managing the design process and implementation of inspiring, high-quality training for staff across the coordinated campaign. You will primarily function as a people and process manager who can lead their team by example through developing high-quality, specialized training content and facilitating big and small-moment training in a variety of contexts. You will also be responsible for planning our Get Out the Vote & Early Vote efforts.

This position is based in Largo, Maryland, and reports directly to the Organizing Director

### **Responsibilities:**

- Project and people manage the development of training materials across departments;
- Ensure the development of high-quality, easy-to-use, performance-driving training materials;
- Coordinate with the Organizing Director, Digital Organizing Director, Community Organizing Director, and their deputies on strategy, content, and development of training materials;
- Build and execute cohesive and coordinated trainings for a paid internship field program in alignment with DNC grant money requirements;
- Present results of the paid internship program to senior leadership of the Maryland Democratic Party upon completion of the election;
- Oversee planning and management of our Early Vote & Get Out The Vote programs;
- Other duties as assigned.

### **Qualifications:**

- At least two cycles of organizing experience with one cycle of management preferred
- Experience effectively managing a high-performing and diverse team, specifically setting and communicating ambitious goals around speed, quality, and effectiveness of training content;
- Strong commitment to Democratic values and enthusiasm for electing Angela Alsobrooks and Democrats up and down the ballot;
- Proficiency in VAN/VoteBuilder;
- Experience with a variety of campaign technology;
- You can lead high-impact, inspiring training with a focus on high-quality instruction, clear norms and expectations setting, and excellent adult learning;
- You love building new innovative materials to support unique organizing program.
- Your twin passions are trackers and design - you know how you want both the tracker and the training materials to look good;
- You're a player-coach. You're always looking to help your people grow, but you're not worried about stepping in if the moment demands it;
- You're a detail diva: focused on the details and able to help others focus on them too;
- You are comfortable training senior staff, organizers, and volunteers, and differentiating learning, delivery, and content across all three;

- Learning is in your bones – you are a lifelong learner and want to continuously grow.
- Spanish fluency is preferred, but not required;
- Ability to work long and irregular hours, including nights and weekends;
- You have access to reliable transportation and are willing to travel frequently.

**Employment Type:** Full-time

**Compensation:** Salaried position of \$6,500 to \$7,000 per month based on experience with full benefits including health, dental, vision and PTO. This position's schedule will vary based on the needs of the campaign and will require evening and weekend work over the course of the election cycle. Housing will not be provided. This position is at-will employment.

**Anticipated Start Date:** ASAP

**Location:** Largo, Maryland

**To apply, please fill out this form:** <https://forms.gle/ygMMmZfYVHxtHpr97>

Note: This job description is intended to provide a general overview of the position. Duties, responsibilities, and qualifications may be subject to change based on campaign needs and priorities.

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