The Kentucky Democratic Party is seeking a tracker for an exciting Senate race in the 2020 election cycle. The research tracker is responsible for attending events, assisting with research projects including media collection and transcription. In addition, the tracker will be responsible for filming events and rallies, as needed. The tracker will share details of events on targeted candidates; audio and/or video record the events; prepare detailed memos on the topics covered at the event; and promptly upload the audio and/or video.

Duties of the Research Tracker include (but are not limited to):

- Collecting and assisting in research as needed
- Preparing detailed memos on events
- Monitoring events/tracking opportunities
- Confirming event details and getting technology ready for events
- Filming each public event
- Preparing memos and uploading footage
- Transcribing footage within 24 hours
- Researching and filming other relevant events
- Compiling local news stories as needed
- Other research tasks as needed

Desired Skills/Qualifications:

- Excellent writing ability and communication skills
- Familiarity with video editing
- Ability to perform duties under pressure
- Ability to travel extensively at very short notice
- Good time management, troubleshooting, and communications skills
- Availability during evening and weekend hours
- Willingness to work independently

Logistics:

- Must have a valid Kentucky’s driver’s license and reliable mode of transportation.
- The Research Tracker will work from KDP Headquarters in Frankfort when not at events, with regular need to work evenings or weekends.
- The position is full-time through November 2020.
- The Research Tracker reports to the Deputy Executive Director.
Salary & Benefits:

Salary is $3,300/month, paid twice a month. Full health benefits, including dental and vision, are offered.

How to Apply:

To apply please send a cover letter and resume to Marisa McNee at marisa@kydemocrats.org with the subject “Tracker Application,” or online at https://kydemocrats.org/about/people/jobs/tracker/.

The Kentucky 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 identity or gender expression.