



## **JOB ANNOUNCEMENT**

Position Title: Lead Field Organizer

Location: Alaska

Reports to: Coordinated Campaign Director/Executive Director

Salary: \$2500 per month

Term of Employment: Through Nov. 2020

The Alaska Democratic Party is hiring a full-time Lead Field Organizer for the 2020 Coordinated Campaign to work on competitive races up and down the ticket. The individual will be responsible for executing the statewide field plan and will be a direct report to the Coordinated Campaign Director. As the local face of the Alaska Democratic Party the lead organizer must possess strong social skills, a desire to elect Democrats, and be committed to giving their best effort at all times.

Organizers will be expected to relocate to Alaska. Accordingly, organizers must possess reliable transportation, a valid driver's license, and most importantly the ability to be self-directed and to function independently.

Experience as an organizer or in the field is preferable but training will be held for all staff and those seeking their first job in politics are encouraged to apply.

### **Responsibilities and Duties**

- Identify, recruit, manage, and train volunteers to conduct voter contact.
- Prepare phased volunteer and outreach plan.
- Lead/train volunteers through the various phases of the campaign
- Ensure accurate collection and entry of data
- Provide the Coordinated Campaign Director with quantitative and qualitative reports as part of an ongoing evaluation of the program's success
- Cooperate with Regional and District party leaders to achieve shared goals and grow local organizations
- Present metrics/goals for volunteer recruitment, voter contact and other designed program elements, and path to attain goals.
- Hit all metrics/goals for volunteer recruitment, voter contact and other program elements
- Oversee digital organizer
- Support local Democratic organizations by keeping office hours and lending help when available

## **Qualifications:**

- Organizational skills and ability to meet strict deadlines
- Excellent written and verbal communication skills
- Must be a self-starter and be able to work independently and as part of a team
- Commitment to the election of Democrats up and down the ballot
- Adaptable to changing needs and program priorities
- Positive attitude required
- Previous political campaign experience a plus
- Experience with Votebuilder and volunteer management programs a plus

How to Apply: Interested candidates should email their resume and cover letter to [jobs@akdems.org](mailto:jobs@akdems.org). Please include "Lead Field Organizer" in the subject line. Position will be open until filled. Applications will be reviewed on a rolling basis.

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