

Overview

The 2022 Pennsylvania Democratic Coordinated Campaign is seeking a highly motivated, passionate, and talented Voter Protection Director for our statewide program. The Voter Protection Director will be responsible for disseminating high-quality voting information to the public and campaign teams; building and leveraging strategic relationships with elections officials and other stakeholders; recruiting and deploying voter protection volunteers; and triaging voting-related problems through Election Day. The Voter Protection Director will report directly to the Coordinated Campaign Director.

Key Responsibilities:

- Develop, produce, and disseminate complete, accessible, and accurate voting information
- Recruit, train, manage and serve as a resource for volunteer lawyer poll observers, hotline staffers, boiler room personnel, county liaisons, and other volunteers during Early Vote and Election Day
- Build relationships with election officials, party leadership, campaigns, and other stakeholders
- Support other departments of the Pennsylvania Coordinated Campaign by fielding questions, creating training materials, interfacing with outside counsel, leveraging relationships with elections officials, etc.
- Plan and implement a comprehensive voter protection plan to identify and triage problems with early Vote by Mail and in-person voting
- Select appropriate legal or non-legal tactics to resolve voting problems.

Skills & Qualifications:

- Ability to collaborate with a diverse group of stakeholders
- Excellent research, written, and oral communication skills; comfort with public presentations
- Impeccable strategic judgment and comfort deploying both legal and non-legal tools; appetite for leveraging in-house communications, digital, data, field, and operations expertise
- Experience with or willingness to learn to manage large groups
- Ability to advance multiple priorities in a fast-paced environment on tight deadlines and to remain calm under pressure
- Excellent project management, time management, and organizational skills
- Proficiency in Microsoft Word, Microsoft Excel, and Google Docs

Preferred (not required):

- Juris Doctorate strongly preferred
- Prior political organizing or campaign experience, particularly experience in voter protection or field operations
- Local knowledge, including familiarity with Pennsylvania politics and stakeholders
- VAN and LBJ proficiency

The Pennsylvania Democratic Party (PDP), 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 PDP is an equal opportunity employer and prohibits discrimination of employment, promotion, compensation, terms, conditions, or privileges of employment on the basis of gender, disability, race, age, national origin, color, creed, sexual orientation, sex (including marital and parental status), gender identity and expression, religion, economic status, ethnic identity, veteran's status, or any other basis prohibited by applicable law.