

Pasadena Area United Democratic Headquarters (UDH)
Campaign Positions Available in Southern California
Mid-July to Mid-November

The Pasadena Area UDH is an independent expenditure campaign, not affiliated with the California Democratic Party or the Democratic National Committee. <http://pasadenademocrats.com>

WE OFFER: A large and experienced volunteer base, a history of successful elections, a diverse population with a large voter target, and a dedicated Steering Committee. Compensation commensurate with experience.

WE SEEK:

Campaign Coordinator: Seasoned campaign leader to develop and implement local voter outreach, including voter registration, vote by mail ballot program, phone banking, precinct walking and GOTV as well as to recruit volunteers to help in targeted districts outside our immediate boundaries. In consultation with the Steering Committee, the Coordinator will develop and implement a campaign plan designed to deliver victory for state and federal candidates. The plan will include deadlines for reaching goals with periodic progress reports reported to UDH Steering Committee. Must be able to manage social media and virtual campaign; supervise consultants, interns and volunteers; prioritize activities of consultants and interns to meet voter contact goals; create a positive working environment; manage day-to-day operations in conformance with an established budget; supervise the volunteer and voter data banks; get out the vote of identified Democratic supporters in the targeted area; oversee handling of monies; assist the Fundraising Consultant; and supervise on-line retail. Reports to Steering Committee.

Headquarters Coordinator: Outgoing individual to develop and implement plans to reach out to every facet of the community to recruit a diverse team of volunteers. Must be able to orient team members and volunteers to all aspects of field work including voter registration, vote by mail programs, phone banking, precinct walking, and GOTV; track voter contact data using campaign software to measure progress; register Democratic voters; identify and train precinct captains; identify lead volunteers; foster a positive experience for volunteers; maintain a volunteer data base; get out the vote of identified Democratic supporter in the targeted areas. Reports to Campaign Coordinator.

QUALIFICATIONS: Political campaign experience (required for Campaign Coordinator, preferred for other positions), strong computer skills, good organizational skills, ability to work with volunteers, reliable work history, ability to work as part of a team. References required.

Requirement: Non-standard work hours and weekend and holiday work

Applications will be accepted until positions are filled.

How to Apply

Please send a letter outlining your experience working in political campaigns as well as your professional and community experience and educational background along with a current resume to hoyth75@gmail.com