



Overview

The Committee to Elect Danielle Allen is seeking an organized, energetic, and passionate individual to be a Deputy Organizing Director. Our campaign is committed to an organizing first approach that empowers volunteer leaders, deploys traditional direct voter contact, as well as digital, relational, and distributed organizing strategies and tactics, and centers communities for sustained movement and coalition building.

The Deputy Organizing Director will assist in developing and implementing traditional direct voter contact, as well as digital, relational, and distributed organizing programs, while managing, coaching, and holding staff and volunteer leaders accountable to voter contact and volunteer recruitment goals in order to build an organizing infrastructure that expands and builds volunteer capacity. The position requires significant organizing experience, with particular emphasis on program development and managing, training, coaching, and empowering teams.

The Deputy Organizing Director reports directly to the Organizing Director.

Responsibilities

- Assist the Organizing Director in developing and implementing traditional direct voter contact, as well as digital, relational, and distributed organizing programs.
- Hire, train, and manage a team of Regional Organizing Directors to reach daily, weekly, and phase voter contact and volunteer recruitment goals.
- Work with the Organizing Director to develop systems of accountability and reporting structures to analyze voter contact metrics, ensure data integrity, and evaluate programmatic efficacy.
- Support the Organizing team in identifying, training, and managing volunteer team leaders.
- Build trust with and establish recurring communication with key community stakeholders, activists, Democratic parties, and allied organizations.
- Motivate and support the unique needs of each member of the Organizing team through daily check-in/out calls, weekly 1:1 meetings, and weekly team meetings.
- Communicate and contextualize programmatic updates/priorities to the Organizing team and share programmatic feedback and recommendations.
- Work with the Organizing Director to develop a training curriculum that supports the professional development of Regional Organizing Directors, Organizers, and volunteer team leaders.
- Work with the Constituency Organizing Director to ensure the Organizing team is engaging and recruiting key constituencies.
- Work with the Digital Organizing Director to develop and implement volunteer engagement strategies over all digital platforms and scale relational and distributed organizing programs.

- Collaborate with other departments to build cross-departmental systems and structures to support the Organizing team.
- Other duties as assigned.

Qualifications

- 3-4 years of organizing experience in electoral or advocacy campaigns, with specific experience managing and training teams of Organizers, volunteer leaders, and/or volunteers.
- Ability to manage, train, coach, and empower Regional Organizing Directors, Organizers, and volunteer team leaders, while also being empathetic, vulnerable, and honest.
- Proficiency with volunteer management tools: Votebuilder/VAN, Mobilize, and OnlineActions.
- Proficiency with online community tools: Slack, Facebook Groups, Google Meet, and Zoom.
- Proficiency with digital organizing tools: dialers (ThruTalk or HubDialer), P2P texting (ThruText, Spoke, or Hustle), relational organizing (Reach, Team, or OutVote), and SMS texting.
- Proficiency with Google Suite and Microsoft Office.
- Must have access to a cell phone, laptop, reliable internet, and vehicle with a valid Driver's License.
- Ability to meet ambitious goals through innovative solutions.
- Be willing and able to work long hours, including nights and weekends.
- A commitment to building an inclusive and equitable team culture.
- Ability to manage multiple tasks with varying and shifting deadlines.
- High emotional intelligence, as well as excellent written and verbal communication skills.
- Ties to Massachusetts are preferred, but not required.
- Passion for and commitment to electing women of color.

Salary: \$6000/month plus benefits

To apply, please send your resume to jobs@allenforma.com with "[NAME]: Deputy Organizing Director" in the subject line. No cover letter required.