



Overview

The Committee to Elect Danielle Allen is seeking organized, energetic, and passionate individuals to be Organizing Fellows. 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.

Organizing Fellows will support the Organizing Team in all organizing efforts while developing skills and knowledge in direct voter contact, digital organizing, relational organizing, data, and volunteer recruitment and management. While no formal organizing experience is required, Organizing Fellows must display an eagerness and willingness to learn the principles of organizing strategies.

Responsibilities

- Commit 10-25 hours per week to supporting the Organizing Team.
- Learn how to achieve daily, weekly, and phase voter contact and volunteer recruitment goals, as well as the systems to monitor and analyze organizing metrics.
- Learn how to identify, train, and manage volunteer team leaders.
- Learn the importance of timely, accurate data entry and reporting.
- Participate in necessary daily check-in/out calls, weekly 1:1 meetings, and weekly team meetings.
- Participate in, and potential lead, necessary volunteer trainings and help develop resources as needed to support the professional development of volunteer team leaders.
- Learn how to engage and recruit key constituency groups.
- Learn how to implement volunteer engagement strategies over digital platforms, as well as relational and distributed organizing tactics and strategies.
- Other duties as assigned.

Qualifications

- Proficiency with Google Suite and Microsoft Office.
- Must have access to a cell phone, laptop, and reliable internet.
- Ability to meet ambitious goals through innovative solutions.
- 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: Part-time employee, \$15 per hour

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