



Regional Organizer Job Description

Overview

Location: Phoenix-Metro (60%) with travel throughout the state (40%)

Employment Type: Full-Time | Remote with Travel

Reports To: Executive Director

Funding: c3

Voter Choice Arizona, a statewide 501c3 non-profit organization that advocates for Ranked Choice Voting (RCV), is looking for a Grassroots Regional Organizer based in Arizona to work on the front lines of a transformative campaign to improve Arizona's voting processes. The Regional Organizer will be a part of the team to educate on RCV and build capacity in Arizona. Working together with our volunteer leaders, they will drive volunteer engagement to achieve goals for growing the supporter list, activating and mobilizing volunteers, and grassroots fundraising.

Compensation and Contract terms: Salary is **\$65,000**, depending upon experience level for an estimated 40 hrs/wk. Benefits include short term & long-term disability, healthcare, 401K, sick leave, and 30 days of PTO/holidays.

Responsibilities

- **Field:** Lead, develop, and support the Live Outreach volunteer team. Research, schedule, and plan for events while leading and participating directly in live outreach activities - including canvassing and tabling. Prepare and bring needed materials to these events. Onboard new volunteers by phone and/or in person. Phonebank to mobilize volunteers to increase participation in live outreach events. Raise small dollar pledges or donations during in-field outreach. Run phonebanks to dial for dollars or other purposes.
- **Volunteer Management:** Advise, train, and demonstrate to volunteer leaders the most effective tactics and strategies for live outreach at events and phonebanking. Build relationships with and manage volunteer leaders and teams, for purposes of engaging them in live outreach activities. Utilize VCAZ's established systems and processes for volunteer engagement and retention including using technology such as NationBuilder and EveryAction. Onboard volunteers to appropriate functions.

Qualifications

- **Experience:** 5+ years of combined campaign, organizing, and/or lobbying experience. Experience fostering diversity in organizations. Relationship management experience. Excellent copywriting skills. Experience with metrics-based capacity growth. Excellent public speaking and meeting facilitation skills. Prior grassroots fundraising experience. Competence in NationBuilder, CallHub, Slack, EveryAction/ VAN. Experience in campaign management, lobbying, advocacy or fundraising is a plus. Proficiency in Spanish is a plus.
- **Goal Setting/Achievement:** Show planned/achieved goals and tracked metrics/ accomplishments in resume.
- **Characteristics:** Understanding of Arizona political landscape, a passion for election reform, and a commitment to continued learning. Drive, vision, obsessive attention to detail, proven leadership, an eagerness to receive feedback and course-correction, and adherence to an ethos of non-partisan public relations and messaging. Able to engage with individuals from a broad spectrum of political views, and the ability to show restraint on expressing personal partisan opinions. Exceptional people skills and emotional intelligence.
- **Travel:** This role involves a “non-traditional” schedule in terms of which hours to work. With responsibility for coordinating and training volunteers and running outreach at public events, etc., there will be evening and weekend work as necessary to execute the duties of this role, as well as a willingness to travel throughout the region up to 40% of the job to lead live outreach activities and train volunteers, as public health conditions allow. VCAZ is very committed to healthy work/life balance and will work to reasonably coordinate the schedule.

How to Apply

Send your resume and cover letter to: hiring@voterchoicearizona.org and cc dr.cash@voterchoicearizona.org

To learn more about our organization, visit voterchoicearizona.org

Voter Choice Arizona provides equal employment opportunities (EEO) to all employees and applicants without regard to race, color, religion, gender, sexual orientation, gender identity or expression, national origin, age, disability, genetic information, marital status, or military or veteran status in accordance with all applicable laws. We don't tolerate discrimination or harassment based on any of the above. We're committed to building a diverse leadership team. Women, people of color, and members of other historically underrepresented groups are strongly encouraged to apply.