



MICHIGAN HOUSE DEMOCRATIC FUND

DEPUTY CAUCUS DIRECTOR

Democrats in the Michigan House of Representatives currently hold 52 of 110 seats, and are just four seats away from flipping the house in 2022 for the first time in a decade. To that end, the Michigan House Democratic Fund (MHDF) is seeking to add a thoughtful, driven, results-oriented, full-time Deputy Caucus Director to the team.

OVERVIEW

The Deputy Caucus Director (DCD) will report directly to the Caucus Director to help plan and execute MHDF's mission of winning the majority in 2020. The DCD will work to identify and train strong candidates for State Representative in 110 districts throughout Michigan, oversee on-the-ground field and campaign staff, and ensure the implementation of MHDF's overarching strategy in conjunction with key staff, the consulting team, the member-driven campaigns board, key stakeholders and activist groups throughout the state and country.

KEY RESPONSIBILITIES

- Oversee candidate recruitment, training, and management
- Oversee the redistricting process for the remainder of the year 2021
- Oversee the caucus paid media program for the 2022 campaign, including working with the consulting team to script, produce, and deliver ads
- Compile state, MI house district and precinct-level data analyses to inform district targeting and individual campaign strategies;
- Work with consulting team, caucus director, organizing director and individual campaigns to determine volunteer and paid universes, as well as universes for all paid media;
- Work with communications director, consulting team and caucus director to apply polling data to campaign messaging to field and paid media universes;
- Apply real-time analysis of polling and field data to campaign plans, messaging and universes;
- Ensure all relevant data and research is compiled, maintained, accessible and easily presented to all interested parties;
- Present relevant polling and data to interested parties, as needed;
- Ensure all paid media is vetted and properly cited;
- Work with Organizing Director, Regional Organizing Directors and Campaign Managers to plan and execute successful campaigns in targeted seats;



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QUALIFICATIONS

Qualified candidates will excel working with candidates, principals, senior staff and a wide variety of stakeholders. They will have the ability to solve problems and think strategically, and have direct candidate *and* staff management experience. Qualified candidates will have:

- Three or more cycles of campaign experience, with an emphasis on field or communications management;
- One or more cycles of regional field management on a statewide campaign and/or one or more cycles of campaign or communications management on a Congressional race or larger;
- An ongoing interest in continued learning and adaptation based on best practices;
- Experience managing full-time, paid staff;
- Previous experience working directly with a large team of paid media consultants is a plus.

Compensation is commensurate experience and is competitive. The Michigan House Democratic Fund is an equal opportunity employer, with a commitment to hiring a diverse staff that reflects our Party and our caucus.

How to Apply Applications will be accepted on a rolling basis and we intend to fill the position as soon as possible. Please send a cover letter, resume, and a sample of a past field plan to Caucus Director Steve Lawson at slawson@mihousedems.com Please put "Deputy Caucus Director" in the subject line.