



# GA HDCC

GA House Democratic Campaign Committee  
Georgia Blue PAC

## Overview

The Georgia House Democratic Campaign Committee (GA HDCC) is seeking an experienced and dedicated individual for the position of Executive Director for the 2022 campaign cycle. This is a senior-level position, reporting directly to House Democratic leadership, and will oversee all aspects of the 2022 campaign.

The ideal candidate will have a deep understanding of the politics and characteristics of Georgia, as well as experience engaging the Rising American Electorate in a political or advocacy context. Past campaign and fundraising experience are required. Experience running a Caucus or campaign committee is preferred.

**GA HDCC values statement:** The GA HDCC offers competitive compensation and is dedicated to treating one another with respect in the workplace. The organization prioritizes a workplace that is racially just, equitable, and inclusive and holds our vendors to the same standard. Individuals from diverse backgrounds and experiences are highly encouraged to apply.

**About the Executive Director role:** The Executive Director is responsible for writing and executing the 2022 campaign plan, developing and managing the budget, and hiring and optimizing the performance of the campaign staff.

The Executive Director will engage in ongoing communication with House Leadership and manage day-to-day political operations of the Campaign Committee.

## Responsibilities will be executed in conjunction with Leadership, and include:

- Serving as the chief strategic and tactical executor of the GA HDCC;
- Developing strategic goals and establishing protocols to monitor and report campaign progress;
- Assembling and leading a team of campaign staff responsible for candidate recruitment and training, member fundraising support, compliance and financial reporting, committee fundraising, and field operations;
- Working with the Finance Director to create and manage a multi-prong committee fundraising plan, financial reports, and compliance to meet cycle objectives;
- Creating and managing an annual budget, with input and approval from leadership;
- Hiring and managing a full consulting team;
- Hiring campaign staff leadership and managing their performance; and,
- Communicating effectively with partner organizations, allies, national partners, and the Georgia Senate Democratic Caucus.



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## Qualifications

- 2+ cycles of experience working for campaigns with a significant budget;
- Effective people manager who is able to engage and motivate candidates and staff;
- Experienced manager with the willingness and ability to empower and support staff to be leaders in their own right;
- Strategic thinker with a collaborative approach to problem-solving;
- Organized and self-motivated, with strong attention to detail;
- Able to perform in a deadline-driven environment; and,
- Ability to be flexible in dynamic situations and help build a lasting Committee infrastructure.

This position requires a strong background in political campaign operations, communications, field operations, and fundraising. At least one cycle of campaign management experience is required; multiple cycles of campaign management experience are preferred. Experience in a legislative caucus or campaign committee is a plus.

## Physical Requirements

The Georgia House Democratic Campaign Committee is committed to an inclusive organization supporting employees of varying abilities and to providing reasonable accommodations to enable individuals with disabilities to thrive at the Georgia House Democratic Campaign Committee. The requirements of this role, related to its physical demands, described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

- Working from a computer for long periods of time
- Flexibility to work extensive hours outside of normal operating hours
- State-wide travel is expected. Reimbursement of mileage will be at the rate of \$0.56 per mile, monthly.

## Salary and Benefits

The salary for the Finance Director position is \$90,000-\$100,000 on an annualized basis and is negotiable, commensurate with the qualifications and experience of the selected candidate.

The Georgia House Democratic Campaign Committee offers the following benefits:  
Healthcare option

## Application Instructions

To apply, please email your resume, a cover letter, and three references to [ghdcblue@gmail.com](mailto:ghdcblue@gmail.com). Please put "Executive Director - [Your Name]" in the subject line. The deadline to apply is Wednesday, October 6.