



## **JOB ANNOUNCEMENT**

**Title: Campaign Manager**

**Organization: Iowa House Democrats**

**Location: Iowa (Various Districts)**

**Salary: \$4,250/month**

The Iowa House Democrats are hiring campaign managers to manage targeted State House campaigns in 2022.

Campaign managers will be responsible for executing a campaign plan, including field and finance plans. The campaign manager will also be responsible for managing the candidate's time, ensuring the campaign is achieving its goals, and reporting frequently to central staff members.

This position will require campaign hours and district-wide travel. The salary for this position is \$4,250/month with full benefits including healthcare with dental, paid vacation, and paid sick leave. Supporter housing will be available upon request. This position may begin remotely but managers will be expected to relocate to the district.

### **Qualifications:**

Qualified candidates must be highly organized, able to multitask and manage multiple deadlines, and able to work in a fast-paced environment. This position is ideal for previous organizers, field directors, or finance directors who are looking to transition to campaign management. Additionally, applicants with significant volunteer or internship experience may be considered.

### **An ideal Campaign Manager will possess:**

- 1-2 cycles of campaign-related experience. Field organizing and/or fundraising experience preferred, but not required. Internship or volunteer experience may be considered;
- Experience using NGP/VAN, ActBlue, and/or Mobilize preferred;
- Problem-solving and relationship-building skills;
- Strong written and oral communication skills;
- Strong understanding of the political environment and campaign best practices;
- Experience managing social media accounts;
- A car and computer (position will at times require travel within district and state);
- Work extended hours, including nights and weekends as needed.

#### Job Responsibilities:

- Manage and execute a campaign plan, including field and finance plans;
- Work alongside candidate and House Democrats central staff achieve goals and meet deadlines;
- Recruit and manage a volunteer base to execute comprehensive field and GOTV plans;
- Conduct donor research and manage candidate call time and fundraising;
- Work with candidate treasurer to manage compliance needs;
- Work with partner and affiliated organizations on the ground and build relationships with key stakeholders;
- Manage campaign social media accounts in conjunction with campaign communications plan;
- Any and all other campaign-related tasks as needed to be successful on Election Day.

#### How to Apply:

Applicants should email a resume and three references to Deputy Caucus Director Sam Lundry at [slundry@iowademocrats.org](mailto:slundry@iowademocrats.org). A cover letter is optional. Applicants will be considered immediately on a rolling basis through Spring and Summer until all positions are filled.

Please contact Sam Lundry at [slundry@iowademocrats.org](mailto:slundry@iowademocrats.org) for any accommodations you need for the application and interview process.

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