



## Deputy Caucus Director

The Michigan Senate Democratic Fund is a caucus political action committee that works to elect and retain Democratic members. With new districts drawn by the Michigan Independent Citizens Redistricting Commission, Michigan Senate Democrats have their first shot at the majority in nearly 40 years.

MSDF is seeking a Deputy Caucus Director based in Lansing, Michigan, to help coordinate caucus political efforts. In this role, you will report to the Caucus Director and work directly with other Deputy Caucus Director to manage targeted campaigns. Daily responsibilities will include assisting candidates in their day-to-day efforts and ensuring they have a winning program in place.

### Job Responsibilities

- Work with campaign managers to develop campaign plans and provide feedback on their budget, finance plan, and field plan.
- Serve as the main point of contact to campaign managers and mentor them in running a winning campaign. Check-in with each of your targeted races daily and work in the district with them bi-weekly.
- Oversee campaign walk plans and parts of the paid field program.
- Collect weekly reports from campaigns that include doors and dollars to report back to stakeholders.
- Serve as the main point of contact for Tier 2 candidates and troubleshoot issues.

### Qualifications

We're seeking candidates who excel in relationship-building, are results-oriented, and have strong project management skills. You should have:

- Campaign management experience (at least one cycle of serving as a manager)
- A track record of developing and maintaining strong working relationships

### Compensation

Salary: \$70,000 annually (\$5,833/ month) and health and dental insurance.

### How to apply

Send resume to Mariah Hill at [mhill@senatedems.org](mailto:mhill@senatedems.org).



[www.senatedems.org](http://www.senatedems.org)