



Job: Campaign Manager

Organization: Georgia House Democratic Caucus

Location: State House Districts Across Georgia

The Georgia House Democratic Caucus (GHDC) is seeking dedicated Campaign Managers for the 2022 campaign cycle. Applicants will be hired by candidates for the Georgia House of Representatives seeking full-time staff.

About the Campaign Manager role:

GHDC Campaign Managers will play a key role in our mission to win the majority in the Georgia State House by helping a diverse slate of candidates compete across Georgia. Campaign Managers will be responsible for building and managing all aspects of the campaign to elect the candidate to the Georgia House.

Essential Job Functions:

- Work with the candidate and the core campaign team to write and execute the campaign plan and budget, including developing paid media, fundraising, and field plans and metrics..
- Oversee fundraising by planning events and implementing consistent fundraising strategies.
- Maintain the candidate and campaign schedules and meet critical deadlines.
- Manage social media and email programs; draft press releases and plan press events; oversee letters to the editor program and earned media events.
- Run team meetings; oversee the consultant team and delegate responsibilities accordingly.
- Manage field strategy, staff, and volunteer program; make calls and knock doors as necessary.

Minimum Qualifications:

- Minimum one to two years of experience in political, non-profit, or issue-oriented organizing work, or equivalent experience in other fields.
- Self-starter with the ability to show strong organizational and planning skills while working long hours in a fast-paced, high-pressure environment;
- Effective people manager who is able to engage and motivate candidates and staff;
- Strong understanding of political environment and political best practices;
- 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 campaign committee infrastructure.

Bonus Qualifications:

- Experience managing staff with a demonstrated willingness to empower and support staff to be leaders in their own right; and,
- Experience building a large-or significantly scaling a finance, communications, or field campaign operation.

Physical Requirements:

The Georgia House Democratic Caucus 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 GHDC. 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

Schedule, Compensation & Location:

Start date is ASAP through November 31, 2022. This position is full-time, requiring frequent evenings and weekends. Managers working full-time with GHDC Candidates can expect a salary ranging from \$3,750 - \$4,500 per month, commensurate with experience.

How to Apply:

To apply, please email your resume and a brief message about why you're interested in the role to Preston Thompson at preston@gahousedems.com.

The Georgia House Democratic Caucus is an equal opportunity employer. People of color, LGBTQ+ individuals, and people with disabilities are encouraged to apply.