



MICHIGAN HOUSE DEMOCRATIC FUND

Organizing Director

Democrats in the Michigan House of Representatives currently hold 53 of 110 seats, and are just three seats away from flipping the house in 2022 for the first time in nearly a decade. To that end, the Michigan House Democratic Fund (MHDF) is seeking to add a thoughtful, driven, results-oriented, full-time Organizing Director to the team.

OVERVIEW

The Organizing Director will report directly to the Caucus Director to help plan and execute field and training operations for the caucus. This will include building field universes, auditing scripts, working with campaigns to write field plans. They will also be responsible for coordinating field operations with activist groups and other campaigns.

KEY RESPONSIBILITIES

- Ensure, in conjunction with the MDP, DLCC and DNC, that all available scores and data are thoroughly integrated into the VAN and effectively rolled out to each campaign
- Assist in VAN administration in conjunction with Data and Research Director
- Determine field universes for campaigns
- Work with campaigns to write and execute field plans
- Set field goals and hold campaigns and candidates accountable to those goals
- Serve as primary point of contact for campaigns where necessary
- Train campaigns and candidates on field best practices
- Attending campaign field events to provide assistance and training
- Assist in creating campaign GOTV plans and ensure preparation for GOTV
- Manage caucus field intern program
- Manage caucus canvassing program

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 operations;
- One or more cycles of regional field management on a statewide campaign;
- Experience with VAN including building universes and writing scripts;
- An ongoing interest in continued learning and adaptation based on best practices;
- Experience managing full-time, paid staff;



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This is a full time job with a \$5,000/month salary and health insurance. Employment will run through the remainder of the election cycle. 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 "Organizing Director" in the subject line.