

**Position**

Campaign Services Director

Compensation:

The full time monthly salary will range from \$6,000 - \$7,000 commensurate with experience, in addition to health and dental insurance. Full health and dental insurance with 100% of premium covered by the employer.

Overview:

The Senate Democratic Leadership Fund (SDLF), the campaign arm for Oregon Senate Democrats, is seeking a committed Campaign Services Director to maintain and expand the Democratic majority in the Oregon Senate in the 2022 campaign cycle.

This application is due Friday, March 20th at 5pm.

Responsibilities:

- Serve as a liaison between SDLF, Senate Leadership, and our campaigns;
- Recruit and train campaign staff;
- Work with consultants and campaign staff to develop highly-tailored campaign plans
- Ensure campaigns are meeting ambitious field, fundraising, and community outreach goals;
- Monitor opposition activity;
- Report on campaign progress to Executive Director and, as needed, caucus leadership or other key funders
- Analyze need and availability of campaign resources in each district;
- Track campaign goals and benchmarks and recommend course corrections;
- Foster good relationships between campaigns and partners, including assistance with endorsement processes;
- Promote teamwork and strong work ethic within individual campaigns;
- Advise individual campaigns on effective communication strategies, including social media, letters to the editor, editorials, press releases, and responses to media inquiries;
- Provide strategic recommendations to Executive Director on a continuous basis;
- Maintain a high level of confidentiality at all times
- Other duties as assigned, including fundraising, event planning and management, door knocking, etc.

Qualifications & Experience: Candidates for this position must have excellent judgment, campaign planning and field experience, and a work ethic of the highest degree. The ideal



candidate will have extensive knowledge of Oregon state politics and legislative candidate campaign strategies. Additionally, qualified candidates should have:

- One to two cycles of campaign experience, preferably at the state legislative level;
- Experience managing staff and interns;
- Familiarity with the Oregon campaign & political landscape a plus
- An ability to plan and use time wisely;
- Exceptional oral and written communication skills;
- Experience with professional software, including G-Suite, Excel, Canva, and Basecamp;
- Experience with campaign technology tools, including the Voter Activation Network (VAN).
- Ability to think outside the box and work as a team
- Flexibility to work extensive hours, including nights and weekends
- Access to reliable transportation

Working Conditions

This position will require extensive hours and periodic statewide travel. Mileage will be reimbursed. The position is centrally based in the SDLF office in SW Portland.

How to Apply

Please send resume and cover letter to Emily Mooney at emily@oregonsenatedemocrats.com. For questions, please email the above address or call (971) 276-3103. Please apply by **Friday, March 20th at 5pm.**

We know there are great candidates who won't fit everything we've described above, or who have important skills we haven't thought of. If that's you, don't hesitate to apply and tell us about yourself. The Oregon Senate Democrats are committed to equal employment opportunities and to a safe and equitable work environment free from harassment and discrimination. Women, people of color, veterans, LGBTQ+ individuals, and individuals with disabilities are encouraged to apply