



Empowerment Congress / Congreso de Empoderamiento

Leadership – Organizing – Coalitions – Advocacy / Liderazgo – Organización – Coaliciones – Abogacía

Position Title: Campaign Coordinator

Position Type: Full time contracted position from August 2022 - November 11, 2022

Pay/Hours: \$19 an hour; 40 hours a week

Schedule: Monday - Friday: 12:00 pm - 8:00 pm and Saturday: 8:00 - 8:00 pm (Saturday hours will depend on other events)

Supervision of: Campaign Canvassers

Position Summary: Campaign Coordinator, is responsible for planning and coordinating field and communications activities for the Vote YES! For Kids (VYFK) constitutional ballot initiative campaign including organizing and managing the door-to-door canvassing shifts, supervise campaign canvassers, plan events to promote, establish digital advertising, connect with media, ensuring brand and campaign messaging and report and track all activities of the campaign.

License

Requirements: Valid NM or TX Class D driver's license. Must be insurable.

Education: Bachelor's degree or equivalent of education in social science, human services or related field; two years related experience and/or training in a social service setting that demonstrates the skills, knowledge and abilities needed to perform the above tasks; or equivalent combination of education and experience.

Experience: One-two years of experience and knowledge of working with community based organizations, outreach campaigns, grassroots initiatives, neighborhood associations, and/or religious institutions. Good interpersonal skills.

Skills/Abilities: Bilingual English/Spanish required; self-motivating, with general supervision by the EC Director; Ability to work with people from all cultural and economic backgrounds of all ages in a friendly and congenial manner; strong interpersonal skills with community; familiarity with community organizing in rural, low-income, at-risk communities; Knowledge of community outreach and education, community networking, with strong written, oral, organizational and data entry skills; small administrative tasks as needed; Knowledge of Microsoft Office, Google Workspace, online databases, project management tools and SM platforms. If limited experience or knowledge with the above skills, should be willing to learn.

Job Duties: Create and ensure consistent messaging of the VYFK constitutional ballot question and statements prepared. Demonstrate a vast knowledge of the policy initiative being canvassed to convince people to vote in favor of the initiative. Establish and managing door-to-door turfs and shifts for 5 days of canvassing a week. Print, organize and distribute all materials need for canvassing shifts. Confidently answer questions and rebuff excuses to garner voting pledge. Plan and host four community events including community meetings, public meetings, rallies and actions. Ensure canvassing team is consistently meet daily and weekly quotas for residential contact and pledges. Establish and follow all safety protocols while in the field canvassing. Attend all campaign meetings with state coalition and among other organizations. Document, track and report all activities from the field and communications and share with EC Director

Apply: Online at our website: www.empowernm.org/employmentopportunities