Reclaim your Vote: Organizing Manager (Pittsburgh, PA) (Contracted Position)

**Reclaim Your Vote: Organizing Manager (OM)**

**Overview**

The National Urban League has engaged Strategies for Change Group to provide strategic advice and support to the Urban League and its local affiliates in executing the Urban League’s 2022 mid-term election civic engagement field program.  The mid-term election civil engagement field program is part of the Urban League’s national, non-partisan, Reclaim Your Vote campaign.  The Voter Education Program, a subsidiary of Strategies for Change Group, is seeking to hire Organizing Managers (OMs) to conduct voter registration, voter education, and get out the vote efforts in select locations across the country, in support of the work of the Urban League and local Affiliates. The OM will be a three-month, state-based position. The OM will represent the Voter Education Project on the ground in an assigned jurisdiction. Applications are received and reviewed by the Voter Education Project.

**About the Job**

OMs will report to the **Regional Organizing Directors** (employed by Strategies for Change Group) to execute strategy and manage goals from start to finish. OMs interface with Urban League Affiliate Leadership to provide updates and discuss strategic goals. Responsibilities:

* Identifying metrics and goals for direct 1:1 engagement with members and the community
* Coordinating and participating in direct contact programs to motivate and mobilize voters
* Detailed and regular reporting of activities and results
* Oversight of Strategies for Change Group volunteers

**Responsibilities**

The primary responsibility of the OM is to recruit and oversee Voter Education Program volunteers in their work in their communities and neighborhoods in support of the National Urban League’s Reclaim Your Vote campaign. These team will educate, register, and get voters to the polls for the 2022 General Election. Responsibilities include:

* Supervising and directing the work of Voter Education Program volunteers
* Consulting with and advising the National Urban League state Affiliate CEOs to develop a plan to successfully organize in the assigned state
* Identifying and cultivating volunteer team leaders and volunteers
* Planning, and executing events and trainings
* Building relationships with community leaders
* Personally, canvassing communities within assigned jurisdiction
* Personally, phone banking within assigned jurisdiction
* Personally, registering voters within assigned jurisdiction
* Other tasks appropriate for the position that may be assigned from time to time.

**Requirements**

* Ability to hit the ground running – this is a short-term, aggressively paced assignment.
* The ideal candidate should be able to work in a fast-paced environment, able and willing to work long hours and weekends, and importantly, have a strong commitment to social justice.
* The ideal candidate will also have a background in grassroots organizing, including experience in organizing volunteer phone banks and peer to peer texting programs.
* Able to demonstrate experience achieving results in coalition building and issue campaigns
* Ability to multi-task, meet deadlines, achieve goals and creatively problem-solve
* Strong interpersonal skills and team player and ability to motivate volunteers
* Strong communication skills, attention to detail and experience successfully utilizing social media in organizing.

**Qualifications and Skills**

* Ability to work independently and in team settings
* Knowledge of Votebuilder/VAN preferred but not necessary
* Basic computer literacy and understanding of common political tech, databases, and software
* Must possess excellent verbal and written communication skills
* Access to reliable transportation & possession of a valid driver’s license, cell phone and laptop.
* Must be able to work remotely, as needed, given the COVID-19 pandemic

**Job Type:**Contract

**Salary:** $3,000/month

**Training:** IN PERSON Training will occur on August 27th - 28th, 2022

The Voter Education Project is an equal opportunity employer. Women, LGBTQ+ individuals, people of color, and individuals with disabilities are strongly encouraged to apply.

**To apply: https://votereducationproject.applytojob.com/apply/wq7BLxtjbM/Reclaim-Your-Vote-Organizing-Manager-Pittsburgh-PA?fbclid=IwAR1wn4O4yKGfFA\_sZUHpKtIZ9nSIOGSUfvswbvQ1B-ezddHr-PEje-LVTok**