



Iowa Senate Majority Fund

Job Description: Organizing Director

Position Overview

Iowa Senate Democrats are hiring an Organizing Director to work for our campaign committee, the Iowa Senate Majority Fund (SMF). This is a senior staff position reporting directly to the Senate Majority Fund Executive Director. The Organizing Director will create and execute the statewide organizing and field plan for all of our campaigns, and they will work directly with Senate Democratic Leader Zach Wahls, members of the Senate Democratic caucus, and top tier Democratic candidates.

Leader Wahls is excited to invigorate, modernize, and drive change across Iowa, beginning with his own caucus and political operations. We seek an innovative Organizing Director to dramatically overhaul the SMF organizing and field program, as well as assist Leader Wahls and the Executive Director in making critical program decisions throughout the campaign.

This position will require campaign hours and statewide travel. The salary range for this position is \$60k – \$70k with core benefits including healthcare with dental, paid vacation and paid sick leave. Additional incentives and benefits may be available. This position can begin remotely but will be expected to relocate to Des Moines, Iowa.

Qualifications

We seek ambitious applicants who question everything about the effectiveness of political organizing and are unafraid to challenge assumptions about field programs. The Organizing Director will have the opportunity to create a relational organizing program from scratch and take complete ownership over the organizing program. This position is ideal for previous organizing and field staff who are looking to take the next step in their career and demonstrate they have the ability to successfully create and execute a winning statewide organizing effort.

The Organizing Director must have at least three years or two cycles of political campaign organizing experience. State legislative campaign experience or state legislative caucus experience is strongly preferred. Experience working on campaigns in Iowa or other Republican-leaning states is also preferred. Qualified applicants should also have expertise with NGPVAN voter databases, as well as expertise with relational political organizing.

The SMF Organizing Director must be able to quickly win the respect of other Senior Staff, the members of the caucus, candidates, and key partners. Given Iowa Senate Democrats are currently in an 18-32 minority, the SMF Organizing Director must understand how to think strategically, demonstrate the ability to think outside the box, relentlessly drive change, and never tire of asking, “What about this idea?”

The Organizing Director must possess:

- Strong organizational skills — attention to detail and ability to successfully multitask
- A self-starter mindset; willingness to take initiative and tackle difficult challenges head on
- Strong verbal and interpersonal communication skills
- Persistence and strong problem-solving skills
- Creativity and a willingness to try new approaches
- The ability to stay calm in high-pressure and fast-paced moments of turmoil
- Goal-oriented mindset
- Discretion with sensitive information

Iowa Senate Majority Fund | Job Description: Organizing Director

Job Responsibilities

1. Execute Statewide Organizing Program

- Create, implement, and execute the statewide organizing plan for the SMF, including district-by-district weekly, monthly, and campaign organizing and door-knocking goals
- Establish organizing metrics and goals for campaign managers
- Prepare weekly reports for the Executive Director, Leader Wahls, and senior staff on progress to goals

2. Voter Targeting

- Work with the Executive Director to create persuasion and mobilization voter universes for field and paid communications
- Work with the Executive Director and Deputy Executive Director to create win numbers and in-depth district summaries
- Monitor voter/campaign identifications
- Track absentee ballot requests and returns in targeted Senate districts
- Prepare reports for the Executive Director on targeted universe penetration, relational contacts, voter identifications, and other insights from field data

3. Support SMF and Campaign Organizing Efforts

- Support Deputy Executive Director and campaign managers to achieve daily, weekly, and monthly campaign organizing goals
- Lead/facilitate relational organizing trainings for staff, volunteers, and interns as needed
- Supervise in-district organizing staff, fellows, and interns
- Participate in weekly campaign check-in calls
- Participate in senior staff meetings and discussions
- Complete other tasks as assigned by the Executive Director

How to Apply

Please email (1) a resume, (2) a list of three or more references, and (3) a short, two pages or less, writing sample (e.g. a campaign plan, organizing plan, field plan, or other document from a prior role) to the Iowa Senate Majority Fund at Senate@IowaDemocrats.org. Cover letter optional. For questions about this position, please contact the above email address. Consideration of applications will begin on Monday, November 15, 2021 at 9:00 am and will be ongoing until the position is filled.

Please contact Andy Suchorski at senate@iowademocrats.org for any accommodations you need for the application and interview process.

Targeted start date is Monday, December 20, 2021. The start date can be flexible depending on the needs of the applicant. We will also consider a temporary remote start, however the position will require the applicant to eventually relocate to Des Moines, Iowa.

The Iowa Democratic Party is an equal opportunity employer, and employs without regard to race, color, religion, gender, sex (including pregnancy, gender identity, and sexual orientation), parental status, family medical status or genetic information, military service, age, national origin, ancestry, marital status, height, weight, creed, economic status or disability.