

## **North Carolina Coordinated Campaign Political and Coalitions Associate**

The 2024 North Carolina Democratic Coordinated Campaign is seeking a Political and Coalitions (P&C) Associate to support its political programming for the 2024 election cycle. Access to reliable transportation is required for this position.

This position is located in North Carolina and requires in-person work. This is a non-supervisory role and is a CWG bargaining unit position. This is a full-time temporary role through the 2024 election cycle that will end November 15, 2024.

### **Job Description:**

- Support the building of reports and tools for the (P&C) North Carolina Coordinated Campaign in line with key programmatic priorities.
- Serve as primary support staff for P&C Team, provide day to day support to the P&C Director Director and Deputy P&C Director.
- Interface with other departments when it comes to day to day needs, events, trips and projects.
- Respond to data support requests and flags.
- Support P&C team members to complete projects as necessary.

### **Preferred Skills & Qualifications:**

- Good personal organization, including ability to meet deadlines and multitask; experience with Google sheets or Excel a plus.
- Has demonstrated commitment to social and racial justice and an understanding of the issues facing communities of color, immigrant communities, and low to moderate-income families.
- Desire to ask questions, receive constructive feedback, and grow as a professional.
- Commitment to equity and inclusion in working with staff and other stakeholders.
- Access to reliable transportation and willingness to travel statewide.

### **Salary**

This position is salaried at \$4,500- \$5,500 per month commensurate with experience.

All full-time employees are offered a comprehensive benefits package, 100% covered by NCDP. This includes medical, dental, vision, disability, and life insurance. Benefits become active on your first day of employment. Employees can add partners and dependents to health benefits but are responsible for covering the additional cost. Full-time employees also receive unlimited paid time off on an as needed basis subject to employer approval, two floating holidays, and paid holidays.

### **Application and Interview Procedure**

Candidates should submit their resumes at <https://forms.gle/1sJkHtotUMtf8Wrg9>.

*The North Carolina Democratic Party is an equal opportunity employer. We will not discriminate and will take affirmative action measures to ensure against discrimination in employment, recruitment, advertisements for employment, compensation, termination, upgrading, promotions, and other conditions of employment against any employee or job applicant on the bases of race, color, gender, national origin, age, religion, creed, disability, veteran's status, sexual orientation, gender identity, or gender expression.*