

North Carolina Coordinated Campaign Training and Leadership Manager

The 2024 North Carolina Democratic Coordinated Campaign is seeking a Training and Leadership Manager to oversee staff and volunteer training. We are looking for passionate, hardworking individuals who are committed to building the coordinated campaign working to elect President Biden, Vice President Harris, and Democrats up and down the ticket.

The Training and Leadership Manager will be responsible for leading staff and volunteer training efforts and supervising staff development on the coordinated campaign and providing support to department leaders to ensure their staff are equipped with the skills to be successful in their roles.

This role will be based in Raleigh, NC and will require in person work. This is a temporary, full-time position through the 2024 election cycle.

Job Description

- Create and lead staff onboardings that provide context and foundational skills for new employees so that they can be successful quickly after beginning their roles
- Create and supervise ongoing training curriculum for various roles on the coordinated campaign in tandem with department leaders
- Develop engaging volunteer-facing materials so that volunteers are equipped to have impactful conversations with voters
- Work with campaign leadership to develop systems and benchmarks to evaluate staff development

Preferred Skills & Qualifications

- 1-3 cycles of campaign experience, preferably in an organizing or training capacity
- Strong interpersonal skills and ability to communicate clearly and effectively
- Commitment to active listening and collaboration with teammates
- Experience meeting deadlines, and the ability to manage many tasks simultaneously
- Strong communication skills and ability to communicate priorities, needs, and expectations to organizing staff and managers, both orally and in writing
- Desire to ask questions, receive constructive feedback, and grow as a professional
- Commitment to equity and inclusion in working with staff and volunteers
- Capacity and desire to work long hours in a campaign setting
- Campaign experience, preferably in organizing or on coordinated campaign
- Experience or qualifications pertaining to leadership and development
- Experience creating training content, both written and otherwise
- Staff management experience
- Proficiency with Votebuilder/VAN
- Access to a vehicle and a cellphone

Salary and Benefits

This position is salaried between \$6,500 - \$7,500 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.

This is not a CWG bargaining unit position.

Application and Interview Procedure

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

Due to FEC regulations, only U.S. citizens or U.S. green card holders are eligible to apply for this role.

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 basis of race, color, gender, national origin, age, religion, creed, disability, veteran's status, sexual orientation, gender identity, or gender expression.