

Executive Director

Buncombe County Democratic Party (BCDP)

Full-Time | Asheville, NC

About Us

The Buncombe County Democratic Party is building one of the strongest local Democratic organizations in North Carolina. From organizing in every precinct to turning out voters at scale, our work directly impacts outcomes across Western North Carolina and statewide.

We are hiring a temporary, full-time **Executive Director** to help scale this work, build sustainable infrastructure, and ensure we are organizing year-round — not just in election season.

Position Overview

The Executive Director will serve as the operational and strategic lead for the party, working closely with the Chair and Executive Board to manage day-to-day operations, fundraising, and organizing programs.

This role is about building systems that last: strengthening our volunteer base, supporting precinct leaders, raising the resources we need to win, and making sure our work is consistent, strategic, and effective every single month.

Key Responsibilities

Organizational Leadership & Strategy

- Partner with the Chair to implement the party's strategic plan and vision for 2026 and beyond
- Help set goals, track progress, and ensure accountability across all areas of work
- Build systems that make the organization more efficient, scalable, and sustainable
- Serve as a key leader in decision-making and long-term planning

Fundraising & Budget Management

- Lead development and execution of a comprehensive fundraising plan
- Build relationships with donors at all levels
- Support fundraising events, sponsorship programs, and donor outreach

- Track revenue and expense goals and ensure the party is meeting its financial targets
- Assist in managing the annual budget

Organizing & Volunteer Infrastructure

- Support and strengthen Buncombe's precinct and cluster-based organizing model
- Recruit, train, and retain volunteers across the county
- Work with leadership to expand direct voter contact programs (canvassing, phone banking, texting)
- Ensure organizing efforts are consistent and year-round, not just around elections
- Help develop clear systems for tracking organizing metrics and volunteer engagement

Staff & Volunteer Management

- Hire, manage, and provide discipline for all staff, fellow, and interns
- Supervise staff, fellows, and interns as the organization grows
- Support and coach volunteer leaders, including precinct chairs and cluster leaders
- Create a positive, inclusive, and high-energy team culture
- Ensure clear communication and expectations across teams

Events & Community Engagement

- Assist with planning and execution of party events, including fundraisers, trainings, and community events
- Help create accessible, engaging opportunities for people to get involved
- Strengthen relationships with community partners and allied organizations

Communications & Coordination

- Help ensure clear, consistent communication with volunteers, donors, and stakeholders
- Coordinate messaging with leadership and partners as needed
- Support visibility of the party's work and impact

Candidate & Partner Support

- Support candidate recruitment efforts and help build a strong Democratic bench
- Serve as a resource for candidates navigating the local party
- Maintain strong working relationships with elected officials and partner organizations

Qualifications

We're looking for someone who is:

- A strong organizer and relationship-builder

- Highly organized and able to manage multiple priorities at once
- Comfortable working in a fast-paced, campaign-style environment
- Experienced in fundraising, organizing, nonprofit management, or political work
- A clear communicator who can work with a wide range of people
- Deeply committed to the Democratic Party and passionate about building power at the local level

Experience with voter contact programs, volunteer management, or political campaigns is strongly preferred.

Compensation

- Salary: Approximately \$5,950/month (May–December 2026)
- Benefits administered through the state party (as applicable)

This is a temporary, full-time, exempt, salaried position funded through **December 31, 2026**. This position is based in Buncombe County and requires regular, in-person work at the Buncombe County Democratic Party headquarters in Asheville, including consistent on-site presence to support day-to-day operations, volunteer engagement, and organizing efforts.

How to Apply

Submit your resume to kristen@buncombedems.org with the subject line “Executive Director – [Your Name]” and a brief statement of interest outlining why you’re excited about this role and what you’d bring to the team.