



Grassroots Organizer Job Description

Overview

Voter Choice Arizona, a statewide non-profit organization that advocates for Ranked Choice Voting (RCV), is looking for a Grassroots Organizer based in Arizona to work on the front lines of a transformative campaign to improve Arizona's voting processes.

This Grassroots Organizer will be a part of the team to win RCV in Arizona. Working hand-in-hand with our volunteer leaders, they will drive volunteer engagement to achieve goals for growing the supporter list, activating and mobilizing volunteers, and grassroots fundraising. Our dual approach includes RCV advocacy in selected municipalities in preparation for a statewide enactment campaign.

Responsibilities

- **Field:** Lead, develop, and support the Live Outreach volunteer team. Research, schedule, make arrangements for events, lead, and participate directly in live outreach activities, including canvassing and tabling. Prepare and bring needed materials to these events. Onboard new volunteers by phone and/or in person. Phonebank to mobilize volunteers to increase participation in live outreach events. Raise small dollar pledges or donations during in-field canvassing. Run phonebanks to dial for dollars or other purposes.
- **Volunteer Management:** Advise, train, and demonstrate to volunteer leaders the most effective tactics and strategies for live outreach at events and phonebanking. Build relationships with and manage volunteer leaders and teams, for purposes of engaging them in live outreach activities. Utilize VCAZ's established systems and processes for volunteer engagement and retention including using technology such as NationBuilder and EveryAction. Contribute to the Volunteer Onboarding process and team.
- **Executive and Operations:** Provide critical experience based input to the executive team for guiding the setting of goals for supporter and volunteer signups from live outreach and for target metrics for volunteer onboarding and mobilization via phonebanks.
- **Schedule:** The job involves a "non-traditional" schedule in terms of which hours to work. With responsibility for coordinating and training volunteers and running outreach at public events,

etc., there will be evening and weekend work as necessary to execute the duties of this role. VCAZ and RTV are very committed to healthy work/life balance and will work to reasonably coordinate the schedule.

- **Travel:** Travel as needed, up to 75% of paid time within the designated region of Arizona to lead live outreach activities and train volunteers, as public health conditions allow.

Qualifications

- **Experience:** 1-6 years campaign / organizing experience. Experience being Campaign Manager for at least one ballot question or candidate in Arizona & multiple campaign cycles, preferred. Experience boosting diversity in organizations. Relationship management experience. Lobbying / advocacy experience for election reform. Excellent copywriting skills. Experience with metrics-based capacity growth. Excellent public speaking and meeting facilitation skills. Prior grassroots fundraising experience. Competence in NationBuilder, CallHub, Slack, EveryAction/ VAN. Proficiency in Spanish is a plus.
- **Goal Setting/Achievement:** Show planned/ achieved goals and tracked metrics/ accomplishments in resume.
- **Characteristics:** Understanding of Arizona political landscape, a passion for election reform, and a commitment to continued learning. Drive, vision, obsessive attention to detail, proven leadership, an eagerness to receive feedback and course-correction, and adherence to an ethos of non-partisan public relations and messaging. Able to engage with individuals from a broad spectrum of political views, and the ability to show restraint on expressing personal partisan opinions. Exceptional people skills and emotional intelligence.

Compensation

- Pay rate is \$15-\$25/hr, depending upon experience level for an estimated 20 hrs/ wk
- 11 Annual Floating holidays; PTO Accrued at 1 hour per 13.88 hours worked

How to Apply

Send your resume and cover letter to: hiring@voterchoicearizona.org

To learn more about our organization, visit voterchoicearizona.org

Voter Choice Arizona provides equal employment opportunities (EEO) to all employees and applicants without regard to race, color, religion, gender, sexual orientation, gender identity or expression, national origin, age, disability, genetic information, marital status, or military or veteran status in accordance with

all applicable laws. We don't tolerate discrimination or harassment based on any of the above. We're committed to building a diverse leadership team. Women, people of color, and members of other historically underrepresented groups are strongly encouraged to apply.