



## Job Description: Field Director, AZ Progressive Infrastructure

### Role Overview

**Role:** Field Director - 501(c)(3) and 501(c)(4) split

**Managed by:** Program Director & Political Director

**Location:** Metro Phoenix, AZ - some in person work required in 2021, COVID protocols in place

**Terms of Employment:** Full-Time. **ASAP** - December 2022, opportunities for rehire for 2023-24

**Timeline:** Applications reviewed week of September 27th, First Interviews held week of October 4th, ideal start date by Nov 1.

**Compensation:** This position is full time with a salary of \$75,000-90,000 with opportunities for yearly raises and with a benefits package including medical, dental, vision, and 401k with match.

### Organization Overview

This job will support two organizations One Arizona (c3) and Arizona Wins (c4)

Arizona Wins is an affiliate coalition of America Votes. America Votes and its affiliates lead collaborative efforts among a diverse coalition of more than 400 state and national partner organizations to advance progressive policies, win elections, and protect every American's right to vote.

Arizona Wins provides a range of services to our partners, including strategic planning, advocacy, and electoral campaign coordination, data tools and targeting services, connection to a national community of funders and allies, and on-the-ground leadership. Arizona Wins' coalition partners advocate for a broad range of issues including, but not limited to, Latino community organizing and voter engagement, voting rights, public education, human and civil rights, reproductive choice, environmental protection, labor and worker's rights, and economic justice

One Arizona was formed in 2010 as a direct response to the growing disenfranchisement of voters and to the attack on our Latino community in the form of SB1070. Since then, One Arizona has grown to include more than 28 organizations representing diverse communities across Arizona, working side by side to build a culture of civic engagement and democratic participation and registering over 600,000 people in the last 6 years. By working together, we've created deep and lasting change in the state we call home. We coordinate, provide tools and technical support, and fundraising to ensure our partners have the resources they need to meet their goals. Our mission is to improve the lives of Arizonans, especially people of color and young people, by building a culture of civic participation.

## Commitment to Racial Equity

Arizona Wins and One Arizona is committed to advancing racial equity through organizational systems and policies that are consistently tested, evaluated, and updated. Some organizational priorities include:

- Building reflective and equitable state networks and partnerships.
- Increasing engagement of state-based groups building power in communities of color in the planning process.
- Centering state-based groups building power in communities of color in our internal leadership structures

Arizona Wins and One Arizona sees its commitment to racial equity as an integral part of its success. Applicants are encouraged to reflect on how they see themselves contributing to our work on advancing racial equity.

## Position Description

Arizona Wins and One Arizona is seeking a well-organized self-starter for a full-time position as the Field Director. The Field Director will be the keeper and coordinator of the largest voter registration drive and GOTV efforts in Arizona in 2022! The position will work directly with the One Arizona Coalition of 28 organizations across the state and manage multiple Field Coordinators. This position reports to the One Arizona Executive Director.

## Responsibilities

The responsibilities of the Field Director will include, but are not limited, to:

- Manage a comprehensive, data-driven field plan that includes input from field partners
- Strategic planning assistance – support coalition partners through the development of campaign plans (mobilization and issue campaigns), providing technical and organizing assistance and responding to programmatic requests.
- Main point of contact to EVC, including manage coalition budget, health and safety plan, logistics for field partners in collaboration with Executive Director
- Support coalition coordination by tracking organizational programs, monitoring benchmarks, providing technical assistance and identifying gaps in collective strategy.
- Organize and facilitate coordinated and/or collaborative partner events, including field meetings, training, and direct voter contact activities.
- Collaborate with the One Arizona data team to ensure standardize best practices for data management.

- Work with partner organizations using the voter file and other technologies to support and enhance contact programs. This includes assisting partners in employing best practices and BLOCKS/VAN training.
- Manage and support Field Coordinators
- Support the creation and development of written reports and products to tell the story of Arizona Wins, One Arizona, partners and support the coalition.
- Other responsibilities as assigned.

## Qualifications

- At least 1 cycle of field work, 2+ is preferable.
- Demonstrated commitment to working with underrepresented and/or diverse communities.
- Background in civic engagement and the desire to work with progressive organizations.
- Ability to build strong relationships quickly and cultivate those relationships over the long term.
- Ideal candidates will have one to three years of experience in progressive political campaigns or similar organizations.
- Proficiency with canvass operations and VAN (Voter Activation Network), know how to cut turf, etc.
- Experience drafting or editing comprehensive field plans.
- Strong oral and written communication skills, including the ability to translate technical instructions into easy-to-follow language for non-technical audiences.
- Ability to manage several tasks/projects concurrently and prioritize work effectively by making and meeting team goals.
- Excellent organizational and time-management.
- Past management experience.
- Must be a self-starter; willing to work sometimes long, irregular hours and to travel as needed.
- Able to manage multiple staff in the office and remotely.
- Experience managing relationships with vendors and partners.
- Candidates should have a spirit of service and curiosity, along with a diplomatic, professional approach to problem-solving in work with outside partners and while working internally, independently or on a team.

## Compensation



Salary is commensurate with experience ranging from \$75,000-90,000. Benefits include health care, dental, vision, 401k, professional development stipend, and vacation time.

### To Apply

Please submit a cover letter, resume, and three references to [Mary@onearizona.org](mailto:Mary@onearizona.org). Please include "Field Director, YOUR NAME" in the subject line.

Arizona Wins and One Arizona is committed to creating a dynamic, multicultural, diverse working environment. Candidates of color, women, gender-diverse individuals, differently-abled, and those with other diverse backgrounds and experience are encouraged to apply.

**Arizona Wins and One Arizona are equal opportunity employers.**