



**POSITION TITLE:** *Field Director*

**POSITION STATUS:** *Temporary, full time exempt*

**SUPERVISOR:** *WORC Political Director*

**LOCATION:** *North Dakota, flexible for remote work during Covid-19*

**TERM:** *June 1, 2020- November 30, 2020*

North Dakota Rural Voters seeks to employ an energetic, people-oriented Field Director for the 2020 election to execute winning campaign strategies for candidates that align with the mission and values of North Dakota Rural Voters.

Started in 2014, North Dakota Rural Voters' mission is to defend and elect candidates for state and federal office who stand up for conservation and rural family agriculture. We work to change the political landscape by elevating these issues with elected officials and we seek to empower and activate North Dakotans in our local and state election system.

North Dakota Rural Voters is a project of the Western Organization of Resource Councils Grassroots Democracy Program, which leads efforts to create a more representative and inclusive democracy in our region. The Grassroots Democracy Program enhances and protects voting rights, advocates for public policy that aligns with the values of WORC's membership, and provides opportunities for our members to be fully engaged in the political process. We focus on engaging and empowering historically underrepresented communities to build the power needed to eliminate barriers to civic participation and guarantee that policy making is guided by the public interest.

### **About the Position**

North Dakota Rural Voters is led by a steering committee of five members from across rural North Dakota. The Field Director will be supervised by WORC's Political Director and work with the steering committee and the Grassroots Democracy Program Team to execute winning campaign strategies for state and local candidates. This person will lead a team of phone bankers and/or field canvassers and conduct independent expenditures for local candidates.

### **Necessary Qualifications**

- Familiarity with and commitment to organizing and the empowerment of local people through participation in the political process.
- Experience working on one or more political campaigns.

- Ability to prioritize multiple projects at one time and meet deadlines..
- Ability to excel in an independent work environment
- Ability to work irregular hours, including evenings and weekends
- Has a valid driver's license, or ability to obtain one
- Self motivated and a team player
- Commitment to North Dakota Rural Voters mission and values
- Familiarity with and working knowledge of personal computers and software, especially voter files and databases.

### **Specific Responsibilities**

- Working with the North Dakota Rural Voters staff team and steering committee to develop and execute a winning field strategy, including a traditional and digital media program, various voter contact strategies, and independent expenditure campaigns.
- Hiring and supervising a team of dedicated phone or field canvassers.
- Recruiting and developing relationships with volunteers
- Managing day to day operations of a field or phone canvass, including group and individual canvass training, morale boosting, equipment and infrastructure, list and data management, and accountability/ quality control for canvassers in the field.
- Ensuring that they and all staff they supervise file timesheets and other administrative records promptly and accurately.
- Coordinating with other state partners, where appropriate.
- Participating in North Dakota Rural Voters meetings and events as necessary and appropriate to the position and fulfilling administrative duties and responsibilities.

### **Compensation and Benefits**

The Field Director is a temporary position with a \$4,000 monthly salary, paid health insurance and vacation and sick leave benefits. It is a full time position at 40 hours per week. The position is based in North Dakota ends on November 30, 2020.

### **How to Apply**

Submit a cover letter (tell us where you heard about the position and why you want to work for us), your resume, and three references to [info@ndruralvoters.org](mailto:info@ndruralvoters.org) with "Field Director" in the subject line. Applications are due June 1, 2020. The position will remain open until filled.

WORC is an Equal Opportunity Employer committed to cultivating and preserving a work environment that is built on the premise of equity. For more information about WORC, and to view our [Equity Statement](#), visit our website at [www.worc.org](http://www.worc.org).