



Progressive Turnout Project seeks State Field Director

Position: State Field Director

Location: Arizona, Georgia, Nevada, New Hampshire, North Carolina, Pennsylvania, Wisconsin

Salary: \$72,800-\$93,600/year

Type: Full-time, exempt

Start Date: 1/3/2022

End Date: 11/30/2022

Position Summary:

Progressive Turnout Project (PTP) seeks applicants for State Field Director roles for the 2022 election cycle in seven Senate battleground states of Arizona, Georgia, Nevada, New Hampshire, North Carolina, Pennsylvania and Wisconsin. State Field Directors will primarily be responsible for training, managing, and coaching staff engaged in direct voter contact. State Field Directors will live and work in their state, and travel will be required to field offices throughout the state.

The State Field Director is responsible for the implementation and management of Progressive Turnout Project's in-state field program. This will include hiring and directly working with all in-state field staff through a strong managerial structure that oversees up to 20 regional and district-level leaders and 200 representatives in the field, working in a maximum of 11 cities across the state. State Field Directors should expect to observe and train staff in the field, which will require up to six hours of walking at a time.

The State Field Director is responsible for implementing and executing the planned field program. Their focus will solely be on the 'people' side of this project, such as hiring, onboarding, training, managing, and coaching. To that end, operations and targeting will fall under the purview of corresponding in-state Logistics and Data staff, and strategic planning will be driven by National Executive staff.

The duties of this position are subject to modification in response to program or organizational needs. Between the initial start date and June, the State Field Director will work a Monday through Friday schedule. Then, starting in June, PTP conducts direct voter contact from Saturday through Wednesday, and the State Field Director's core work hours are from Sunday through Thursday. Hours outside of core work hours, including some Saturdays, may be required. The State Field Director reports directly to the National Field Director.

This position is eligible for benefits, including employer-sponsored health, dental, and vision insurance, FSA, 401(k), student loan repayment assistance, transportation stipend, paid time off, and paid holidays.

There are no formal education requirements for this position. People of all backgrounds are encouraged to apply.

Responsibilities:



- Learn and apply our organizational values to foster a strong culture based on trust and mutual respect;
- Hire, train and manage leadership staff in key cities and metro areas across the state, and guide them through hiring and training Field Representatives to conduct direct voter contact;
- Coordinate training, comprehension checks, coaching, and accountability of all in-state Field staff, including leadership training with the aim of developing management skills at the district and regional levels;
- Drive the implementation, management, and tracking of all Field deliverables on a mission-critical timeline, ensuring timely completion of tasks in line with program objectives;
- Proactively identify, manage, and track all risks and issues that arise from the Field, utilizing multiple sources of data and stakeholders to resolve complex problems on an ongoing basis;
- Communicate daily with regional and district-level staff to assess performance and needs, receive status updates, and provide guidance where needed;
- Communicate regularly with Data, Logistics and HQ staff for the purpose of reporting key metrics and identifying and troubleshooting issues that arise on the ground;
- Understand, implement, and utilize systems for disseminating important information within the Field department;
- Frequently travel to PTP Field offices throughout the state for the purpose of gaining on-the-ground insight into program execution and providing additional guidance;
- The responsibilities listed are a general overview of the position and additional duties may be assigned.

Qualifications (You will be a good fit if):

- You have 3+ years of Field or equivalent organizing experience that has contributed to advanced knowledge within Field work and basic knowledge across all related political/campaign areas;
- You are committed to establishing a culture of community and respect in the workplace, and contributing to the development of best practices;
- You have at least one election cycle or 2+ years of staff and project management experience;



- You have a proven record of successfully managing large programs across multiple functions and locations, resolving issues in challenging and complex situations;
- You manage program issues in a way that brings disparate stakeholders together to resolve issues and complete action items that contribute to the success of the program;
- You take a leading role in highly-pressurized situations when there is a need to resolve high priority issues, working through the issues with grit and a solutions-oriented approach;
- You consistently deliver solutions in a creative and imaginative manner while setting a standard for others;
- You have exceptional written, verbal, and presentation skills that you have used to communicate to a diverse set of audiences
- You're proficient in G Suite Products (Gmail, Calendar, Drive, etc) and VAN (especially list building, turf cutting, monitoring canvass results, and managing MiniVAN users)

Preferred Qualifications (Not Required):

- You are fluent in Spanish
- You are proficient in Microsoft Office
- You have experience working with key stakeholders and leaders within the state you are applying

Questions about the position may be directed to info@turnoutpac.org.

About PTP:

Progressive Turnout Project is the largest voter contact organization in the country. Our mission: Get Democrats to vote. We design, test, and execute specialized voter turnout programs targeting inconsistent Democratic voters in the most competitive elections up and down the ballot. Since 2015, our trained Field staff, Fellows, and volunteers have made more than 59 million voter contact attempts across 39 states. PTP is grassroots funded, with more than 2.2 million unique donors and an average contribution of \$17.39.

Progressive Turnout Project is committed to building a staff that reflects the diverse communities that make up our country and the progressive movement. PTP is an Equal Opportunity Employer and it is PTP's policy to recruit, hire, train, promote, and administer any and all personnel actions without regard to age, color, creed, disability, economic status, ethnic identity, gender identity, national origin race, religion, sex, sexual orientation, veterans status, or any other basis prohibited by applicable law.