



JOB DESCRIPTION: D2050 Canvass Director

Summary

Minnesota Voice is a coalition of organizations working toward permanent change in social, racial, and economic justice by increasing civic engagement and voter participation across the state, especially focused in underrepresented communities; making sure that every Minnesotans' voice is heard and the state reflects the progressive values of its citizens. The table is one of 22 states in the State Voices national network: <http://www.statevoices.org/>.

Minnesota Voice is seeking Canvass Director to implement the Democracy 2050 Constituency Canvass Program. This is a temporary position through November 15, 2018. The Canvass Director will recruit and oversee a team of committed canvassers to help increase civic participation in communities of color. In addition to achieving short-term goals, the Canvass Director will help to build long-term capacity through leadership development, data-driven programming and ensuring people of color are heard in our democracy. This position reports to the Minnesota Voice State Director.

Location: St. Paul, MN

Job Functions

- **Recruitment:** Build a team of 10-20 canvassers and 1-2 canvass leads by recruiting from within the local community. Interview prospective canvassers and make hiring decisions with the Minnesota Voice team.
- **Staff Management:** Teach canvassing skills. Work with canvassers in individual and group settings, with an eye toward developing leaders. Cultivate a radical hospitality atmosphere.
- **Canvassing:** Canvass in the field to train new and experienced canvassers to meet individual shift goals.
- **Data Management:** Working with the Data Team, develop a system for collecting, entering and tracking data on a weekly basis.

Key Qualifications

- 2-3 years experience in labor, political or community organizing, and political campaigns preferred. Field canvassing experience required.
- Experience working with underrepresented and/or diverse communities.
- Ability to manage a team and execute accountability.
- Ability to communicate effectively, work well under pressure, be detail oriented and meet deadlines.
- Diplomatic, professional approach to problem solving and the ability to think independently and creatively.
- Excellent organizational, time-management, oral and written communications skills.
- Must exercise good judgment and discretion and be able to work independently and as a member of a group.
- Must be a self-starter; willing to work sometimes long, irregular hours and to travel as needed.
- VAN (Voter Activation Network) knowledge and/or database management skills required.

Minnesota Voice is an equal opportunity employer. Salary is commensurate with experience. Please submit a cover letter and resume including three references to Sina Black (sina@statevoices.org).