

## **2024 North Carolina Coordinated Campaign Latino Coalition Manager**

The North Carolina Coordinated Campaign is seeking a Latino Coalition Manager to support its Latino engagement and organizing efforts across the state. An organizer at heart, the Latino Coalition Manager will be responsible for supporting partners, volunteers, and staff across the state to ensure that the campaign is reaching Latinos where they are and engaging them both as volunteers and voters.

Access to reliable transportation is required for this position. This position is located in North Carolina and requires in-person work. It is a non-supervisory role and is a CWG bargaining unit position. This is a full-time temporary role through the 2024 election cycle that will end November 15, 2024.

### **Job Description**

- Support the Political & Coalitions Director and Deputy Director in implementing the campaign's strategy to engage and mobilize Latino supporters.
- Serve as the primary point of contact for coalition partners, providing timely updates, resources, and support.
- In close coordination with the Organizing team, organize and support coalition events, meetings, and initiatives across the state to foster engagement and collaboration.
- Represent the Campaign at coalition events, meetings, conference calls, and training sessions that advance program goals.
- Support the Latino program by facilitating coordination across departments on events, messaging, and programming focused on Latino communities throughout North Carolina.

### **Required Skills and Qualifications**

- At least 1-2 cycles of campaign experience.
- Strong written and verbal communications skills; strong interpersonal skills with the ability to work effectively with employees at all levels.
- Strong political judgment and knowledge of key issues that matter to Latino voters.
- Proven track record to lead and build relationships with organizations, community leaders, and stakeholders.
- Can manage multiple priorities and deadlines in a detail-oriented manner. Ability to work well under pressure.
- Experience in coalition-building and working collaboratively with multiple organizations.
- Good personal organization, including ability to meet deadlines and multitask; experience with Google sheets or Excel, a plus.

### **Preferred Skills and Qualifications**

- Has demonstrated commitment to social and racial justice and an understanding of the issues facing communities of color, immigrant communities, and low to moderate-income families.
- Desire to ask questions, receive constructive feedback, and grow as a professional.
- Bilingual Spanish skills preferred but not required

### **Salary and Benefits**

This position is salaried at \$5,500 per month. This is a temporary full-time position through the 2024 election cycle.

All full-time employees are offered a comprehensive benefits package, 100% covered by NCDP. This includes medical, dental, vision, disability, and life insurance. Benefits become active on your first day of employment. Employees can add partners and dependents to health benefits but are responsible for covering the additional cost. Full-time employees also receive unlimited paid time off on an as needed basis subject to employer approval, two floating holidays, and paid holidays.

### **Application and Interview Procedure**

Candidates should submit their resumes at <https://forms.gle/1sJkHtotUMtf8Wrg9>.

*The North Carolina Democratic Party is an equal opportunity employer. We will not discriminate and will take affirmative action measures to ensure against discrimination in employment, recruitment, advertisements for employment, compensation, termination, upgrading, promotions, and other conditions of employment against any employee or job applicant on the basis of race, color, gender, national origin, age, religion, creed, disability, veteran's status, sexual orientation, gender identity, or gender expression.*

**Due to FEC regulations, only U.S. citizens or U.S. green card holders are eligible to apply for this role.**