



### **CAMPAIGN MANAGER**

The campaign manager oversees all aspects of the campaign including day-to-day operations, the hiring and management of staff, the coordination and implementation of the fundraising operations and ongoing coordination with the candidate. Must have excellent organizational skills, be level-headed, have good interpersonal skills, VAN experience and fundraising capabilities. Ability to interact with a diverse range of people.

#### **JOB RESPONSIBILITIES:**

- Creation or update of the campaign plan, and campaign documents.
- Responsible for the implementation of campaign plans, ensuring all benchmarks and goals are being met by all departments.
- Oversee the day to day operations of the campaign and work closely with the candidate and entire campaign team.
- Hire, train and manage directors and staff, ensuring they are on track for meeting their benchmarks, and have the resources and tools needed.
- Represent campaigns before community groups, including speaking at community events. Coordinate with other organizations, partners and campaigns.
- Oversee the Field Director's development of a comprehensive voter contact plan.
- As needed, provide direction for volunteer teams, recruitment, management and training.

#### **APPLICANTS SHOULD:**

- Have campaign, political consulting or political organization experience.
- Be able to draw from team members' strengths, empowering them to maximize their talents; contribute where needed to achieve and exceed goals; mentor and guide colleagues with regular feedback and recognition; clearly lay out vision and expectations to the team.
- Foster an inclusive atmosphere and commitment to diversity, equity, and inclusion.
- Be able to demonstrate multicultural competence – the awareness, knowledge and skills needed to work with others who are culturally different from self in meaningful, relevant, and productive ways.
- Have a personal and professional commitment to promoting and investing in cross-cultural skills and awareness related to individuals from broad backgrounds, races, ethnicities, religions, gender, sexual orientation, gender identity and disability.
- Have proven interpersonal, communication, and collaboration skills with the ability to build relationships with staff at all levels.
- Be willing to work irregular hours, including weekends/evenings; ability to travel as needed.

**COMPENSATION:** Full-time, \$5,000-6,000 monthly, depending on experience.

To apply, email resume to [Nichole@JamieForOregon.com](mailto:Nichole@JamieForOregon.com)