



**Arizona Democratic Party 2910 North Central Ave · Phoenix, AZ 85012 · (602) 298-4200**

### Native American Outreach Manager

The Arizona Democratic Party (ADP) is seeking a passionate, outgoing Native American Outreach Manager. The Manager will, in tandem with the Political Manager and Field, craft ADP outreach plans and oversee the implementation of the plans and management of deputy Managers.

The Native American Outreach Manager will be responsible for cultivating and maintaining excellent relationships with all recognized tribes to expand our ability to compete in local, state, and national campaigns. Responsibilities will include creating a strategy for increased voter registration, voter awareness campaigns, social media, press and media awareness for Democratic candidates.

As a new battleground state, the Arizona Democratic Party needs a robust program to achieve its ambitious goals.

#### **Position Summary:**

This role reports directly to the Political Manager and job responsibilities include:

Working with Party leadership at HQ, County, and Legislative Districts to write and implement ongoing political outreach plans to raise awareness of Democratic candidates to Native American nations;

Supervising and coaching staff to meet goals;

Planning, managing, and recruiting for small and large outreach events

Recruiting and managing volunteer teams to complete outreach goals;

Creating materials to use in Native American communities;



Ensure the engagement of the federally recognized sovereign Native American governments, their Native American leaders, members, and the broader community;

Work with key Democrats to ensure the most effective possible coordination to ensure effective outreach to Native American communities.

Prepare briefing, communications and collateral material to support meaningful engagement with the community.

Work with campaigns to craft, insert, and prioritize targeted engagement efforts

Work with the State recognized Caucus &/or council to devise an electoral program or to support an existing state-based electoral program that builds representation and power in the community and measures success.

Organize coalition meetings, conference calls, and trainings that build representation and power.

**Minimum requirements and skills include:**

Minimum of two to three years of related political experience with a state or national committee, political campaign, or non-profit organization;

Have a clear understanding of the Arizona political landscape.

Ability and willingness to work long irregular hours including travel in state.

Demonstrated experience in leadership development, electoral campaign management, staff management, racial justice and/or social equity work.

Exceptional organizational, interpersonal, and presentation skills.

Outstanding written and verbal communication skills, and strong attention to detail.

Ability to thrive in a fast-paced environment where priorities change rapidly

Fearlessness in building relationships and unconventional alliances.



**A successful candidate will:**

- Be an organizer at heart
- Have high energy, enthusiasm, positive attitude, and sense of humor
- Have a collaborative & empowering leadership and management style
- Have a solutions-oriented approach, with a willingness to take initiative, while juggling several priorities that may change quickly
- Be creative, innovative, and forward-thinking
- Have the ability to parlay successful actions into generating new relationships and opportunities
- Display a high level of interpersonal skills and judgment, exhibiting poise, tact, and diplomacy
- Have a demonstrated ability to navigate conflict and work toward resolution required

**HOW TO APPLY:** This is a full-time position. Please send a brief cover letter and resume to [operations@azdem.org](mailto:operations@azdem.org) with the subject line “Application: Native American Outreach Manager” by October 1, 2019.

The Arizona Democratic Party, (ADP), is committed to diversity among its staff, and recognizes that its continued success requires the highest commitment to obtaining and retaining a diverse staff. ADP is an equal opportunity employer, and it is ADP’s policy to recruit, hire, train, promote and administer any and all personnel actions without regard to sex, race, age, color, creed, pregnancy, national origin, religion, sexual orientation/identity/expression, ethnic identity or physical disability, marital or military service status including membership in the National Guard, or any other legally protected status. Protected status may also include an individual’s marriage to or association with someone with any status listed above.

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