



Pennsylvania HDCC Field Director Job Posting

The Pennsylvania House Democratic Campaign Committee is seeking qualified applicants to serve as Field Director for the 2020 cycle. PA HDCC is the campaign arm of the Pennsylvania House Democratic Caucus. This person reports directly to the Executive Director and works closely with the Data and Analytics Director. This is a full-time, cycle position based in Harrisburg, PA. Ideal applicants will be highly-motivated, creative problem solvers and are passionate about attaining a Democratic majority in the PA House.

Responsibilities

- Manage all aspects of the PA HDCC field program
- Hire, train, and manage campaign staff
- Maintain relationships with key allies
- Establish a culture of accountability with candidates and members to ensure effective execution of individual candidate field plans
- Provide proactive support to campaigns to help them reach critical benchmarks
- Providing regular field reports to the Executive Director
- Other campaign-related tasks as needed

Desired Skills and Experience

- At least two cycles of campaign field experience or equivalent organizing experience
- At least one cycle managing staff
- Understanding of VAN and its functions
- Strong time-management skills and work ethic
- Ability to motivate and empower staff and volunteers to reach goals
- Ability to canvass voters via different modes including doors, phones, and texting
- Strong written, verbal, and interpersonal communication skills
- Bring a “customer service” mindset to interactions with members, candidates, and staff

Applicants should be prepared to work long hours. Relocation to Harrisburg is required. Applicants must have a valid driver’s license, insurance, and access to reliable transportation.

Pay is commensurate with experience. Health insurance provided. To apply, send a resume, cover letter, and references to info@pahdcc.com with the subject line Field Director. Deadline to apply is March 6 with applicants considered on a rolling basis.

PA HDCC is an equal opportunity employer and committed to providing employees with a work environment free from discrimination and harassment. All applicants will be considered for

employment without attention to race, color, religion, sex, sexual orientation, gender identity, national origin, veteran or disability status.