Federal & Gubernatorial Regional Director
Department: Campaigns
Supervisor: Vice President, F/G Campaigns
Supervisory Responsibilities: None
FLSA: Exempt
Union Position: Yes

EMILY’s List, the nation’s largest resource for women in politics, is searching for a Federal and Gubernatorial Regional Director to join our Federal and Gubernatorial Campaigns team. EMILY’s List, the nation’s largest resource for women in politics, has raised over $700 million to elect pro-choice Democratic women candidates. With a grassroots community of over five million members, EMILY’s List helps Democratic women win competitive campaigns – across the country and up and down the ballot – by recruiting and training candidates, supporting and helping build strong campaigns, researching the issues that impact women and families, running nearly $50 million in independent expenditures in the last cycle alone, and turning out women voters and voters of color to the polls. Since our founding in 1985, we have helped elect the country’s first woman as vice president, 157 women to the House, 26 to the Senate, 16 governors, and more than 1,300 women to state and local office. More than 40 percent of the candidates EMILY’s List has helped elect to Congress have been women of color. After the 2016 election, more than 60,000 women reached out to EMILY’s List about running for office laying the groundwork for the next decade of candidates for local, state, and national offices. In our effort to elect more women in offices across the country, we have created our Run to Win program, expanded our training program, including a Training Center online, and trained thousands of women.

Principal Responsibilities

As a member of the Campaigns Department, the Federal & Gubernatorial Regional Director will work to assess the overall campaigns of pro-choice Democratic women candidates. The Federal & Gubernatorial Regional Director serves as a critical link between EMILY’s List and campaigns on the ground by providing professional advice to the campaign and assessing its operation. The Federal & Gubernatorial Regional Director also helps guide campaigns through the course of assessment and endorsement and evaluates the campaign operation continuously throughout the course of the campaign for endorsed candidates.
Specific Duties

- Develop and maintain political relationships to identify and recruit strong pro-choice Democratic women to run in competitive races;

- Work directly with campaigns and advise them on critical components of their operation including:
  - Building a professional campaign team including recruiting effective campaign managers and other campaign staff;
  - Developing and maintaining campaign budgets and plans;
  - Building and helping execute the campaign strategic plan;
  - Reviewing and understanding ad buys and paid communication plans;
  - Establishing high-quality campaign structures for field, research, communications, digital, and fundraising;
  - Working directly with prospective and endorsed candidates;
  - Building strong relationships with candidates and campaign staff on behalf of EMILY’s List.

- Communicate needs and goals of EMILY’s List endorsement process to candidates;
- Understand the needs of individual campaigns and advocate for support from EMILY’s List on their behalf;
- Monitor and report out routinely on progress of campaigns;
- Assist with the EMILY’s List training programs;
- Performs other duties as assigned.

Qualifications

The Federal & Gubernatorial Regional Director must be a self-starter with at least six years of campaign and electoral experience, ideally federal campaign experience. Campaign management experience is highly desired. The Federal & Gubernatorial Director must have a strong interest in electing Pro-Choice Democratic Women to office, possess excellent communication skills, good attention to detail, the ability to think on one’s feet, a sense of humor, and a commitment to the diversity of our staff, candidates, members, and partners. The Federal & Gubernatorial Regional Director must be willing to travel extensively. Commitment to the diversity of our candidates, membership, partners, and staff required. Commitment and passion to elect pro-choice Democratic Women required.

EMILY’s List offers a competitive salary and a strong benefits package. To apply, email resume and cover letter to fgcampaignsjobs@emilyslist.org with your first and last name and job title as the subject line. No calls, please.
EMILY’s List prohibits discrimination of employment, promotion, compensation, terms, conditions, or privileges of employment based on gender, disability, race, age, national origin, color, creed, sexual orientation, sex (including marital and parental status), gender identity and expression, religion, economic status, ethnic identity, veteran’s status, or any other basis prohibited by applicable law.

**EMILY's List is an Equal Opportunity Employer that values a multicultural, diverse working environment. Applicants of diverse backgrounds are welcomed and encouraged to apply.**