

State and Local Regional Director

Department: State and Local Campaigns

Supervisor: Senior Director, State and Local Campaigns

Supervisory Responsibilities: None

Union Position: Yes

EMILY's List, the nation's largest resource for women in politics, is searching for a **State and Local Regional Director** to join our State and Local Campaigns team. EMILY's List has raised over \$700 million to elect Democratic pro-choice 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. We recruit and train candidates, help build and support strong campaigns, research the issues that impact women and families, and turn out women voters and voters of color to the polls. We ran nearly \$50 million in independent expenditures in the last cycle alone. 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

The EMILY's List State & Local Regional Director is a senior position within the State and Local Campaigns Department. The State & Local Regional Director oversees the efforts of EMILY's List state and local work in their assigned region of the country. Principal responsibilities include determining state-based and down ballot strategy, recruiting, training, supporting, and assessing campaign strategies for Democratic pro-choice women who are running for constitutional, state legislative, and some key local offices.

Specific Duties

- Identify, recruit, support, and advise women candidates for state and local office, with a strategic focus on down ballot statewide offices, legislative swing seats, and Democratic open seat opportunities;

- Develop state-specific plans to both increase the number and diversity of women in elected office, and to maximize EMILY's List support for candidates in targeted states;
- Create strategic, long-term electoral plans to protect and flip legislative seats in priority states;
- Assess candidates in key local offices for endorsement and pipeline development;
- Build a diverse pipeline of candidates for all levels of office;
- Assess candidates and campaign staff of EMILY's List races on the fundamental mechanics it takes to build a winning campaign plan, and work with them to develop and refine those skills;
- Assess campaigns, including their ability to develop campaign plans and budgets, paid and earned communication strategy, finance, and field programs, in partnership with state caucus programs and in-state allied groups;
- Develop strong relationships with state legislative caucus leadership, in-state labor leaders, leaders in the choice community and other allied organizations to recruit and elect more women to run for key offices;
- Provide recommendations for endorsements and candidate contributions;
- Assess need and offer strategic guidance to campaigns;
- Create and foster mentoring opportunities for women to advance in political leadership;
- Conduct trainings for women candidates and women considering running for office in targeted areas;
- Strengthen opportunities to expand EMILY's List membership in states;
- Provide political insight to Senior Leadership about in-state activities;
- Travel extensively as needed, though travel is currently suspended due to COVID-19 (candidates must be located anywhere within the assigned region and must be close to a major airport);
- Perform other duties as assigned.

Qualifications

The State & Local Regional Director must have six to eight years of campaign and electoral experience and a thorough understanding of state politics. They must also possess a strong commitment to electing Democratic pro-choice women along with the following qualifications:

- Served as a campaign manager and or caucus director for at least two election cycles OR
- Served as a senior staff on a large-scale campaign for at least two election cycles;
- Worked directly with state legislative house or senate caucuses or other state or local organizations;
- Worked directly with candidates and or elected officials and has principal management experience;
- Served in a role building relationships with individuals and organizations outside of the campaign leadership;
- Thorough understanding of key differences between federal, statewide and local races;

- Worked closely as or with finance directors or staff on campaigns and familiar with finance plans and income;
- Can demonstrate relationships with key groups or leaders in more than one state from working “on the ground” on a campaign;
- Has worked directly with or managed consultants for at least one cycle;
- Has written and executed a campaign, finance or political plan and budget on multiple campaigns;
- Strong understanding or hands on experience in long term candidate or movement work;
- Proven experience prioritizing and working on multiple projects at once.

The State & Local Regional Director must be results-oriented, a self-starter, have excellent interpersonal skills, adaptability, good attention to detail, and a sense of humor. This position is based remotely, and the successful candidate must reside within the assigned region, and close to a major airport, after hiring. Regional maps are currently being finalized.

Our office is based in Washington, DC. All positions are currently working remotely due to the pandemic.

EMILY’s List offers a competitive salary and a strong benefits package. To apply, email resume and cover letter to slcampaignsjobs@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.

The above statements are intended to describe the general nature and level of the work being performed by the person holding this position. This is not an exhaustive list of all duties and responsibilities. EMILY’s List reserves the right to amend and change responsibilities to meet organizational needs as necessary.

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.