

Vice President, National Outreach & Training

EMILY's List, the nation's largest resource for women in politics, is searching for a Vice President, National Outreach & Training and Compliance Manager to join our National Outreach & Training team. EMILY's List has raised over \$600 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 strong campaigns, researching the issues that impact women and families, and turning out women voters to the polls. Since our founding in 1985, we have helped elect 150 women to the House, 26 to the Senate, 16 governors, and nearly 1,100 women to state and local office. Nearly 40 percent of the candidates EMILY's List has helped elect to Congress have been women of color. During the historic 2017-2018 cycle, EMILY's List raised a record-breaking \$110 million dollars and launched a record independent expenditure campaign. We helped elect 34 new women to the House, including 24 red-to-blue victories; enough seats to have delivered the U.S. House majority alone. Since the 2016 election, more than 40,000 women have 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.

Principal Responsibilities

The VP, National Outreach & Training manages the strategic planning, implementation and other aspects of EMILY's List's training and outreach programs, along with partnerships within the progressive political community and beyond. The VP, National Outreach & Training is a part of senior management and is included in strategic planning and decisions.

This position will handle a wide range of matters on behalf of the President, Executive Director, and the Senior Leadership Team. S/he will provide strategic consultation and analysis on issues affecting the organization. The VP, National Outreach & Training works closely with external partners and allies. The VP, National Outreach & Training will work with all departments to advance executive strategic directives.

Specific Duties

- Oversees the planning and implementation of EMILY's List training programs;
- Plans and oversees implementation of EMILY's List short- and long-term political outreach strategy and priorities;
- Engage staff and stakeholders in the planning, implementation, and evaluation of political and external relationship building and cultivation;
- Maintain outreach and strategic partnerships with national progressive organizations; represent EMILY's List in key coalitions and meetings with outside organizations;
- Serves as lead trainer for national Run to Win trainings;

- Work with EMILY's List lawyers to ensure that all communications and trainings meet federal and/or state legal requirements;
- Work across EMILY's List departments to track, coordinate and align outreach strategy, and work with the VP, Campaigns to ensure outreach and training strategy supports the campaign priorities of EMILY's List;
- Briefs the President and Executive Director on matters related to EMILY's List outreach and training programs;
- Leads effective cross-department initiatives and tools to best serve women interested in running for office;
- Maintains outreach and strategic partnerships with national progressive and women's organizations;
- Assist the President and Executive Director in developing, communicating, and implementing organizational goals, values, and policies;
- Assist President and Executive Director as needed on special projects;
- Acts as a spokesperson for EMILY's List.

Qualifications

The VP, National Outreach & Training must have at least ten years of campaign and electoral experience must have extensive managerial experience, as well as stellar training acumen. Candidates must have a strong interest in electing pro-choice Democratic women to office. The VP, National Outreach & Training will have experience working with diverse coalitions, have strong communication and cognitive skills, and an ability to assess candidate races to implement outreach and training programs. Candidates must know how to manage a budget and have a keen sense of creativity.

EMILY's List offers a competitive salary and a strong benefits package. To apply, email resume and cover letter to vpjobs@emilyslist.org - subject line including your name and the job title. **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 multi-cultural, diverse working environment. Applicants of diverse backgrounds are welcomed and encouraged to apply.