



COMPETITIVE —ARIZONA—

Campaign Manager Position Description

Background:

Competitive Arizona, a coalition of organizations is seeking a qualified Campaign Manager to manage a statewide public education and lobbying campaign informing and engaging residents of Arizona about the importance of passing a statewide nondiscrimination statute. Candidates should have at least three (3) years of campaign management / political organizing experience, including but not limited to experience managing consultants & lobbyists, fundraising, coordinating media strategy, field organizing and coalition building. The ideal candidate will have run a contentious statewide campaign and will possess significant skills in coordinating and facilitating decision making for large, diverse coalitions. Experience running campaigns in Arizona and knowledge of key political and civic leaders is strongly preferred, as is experience garnering the support of both Republicans and Democrats. More specific qualifications are listed below.

The Campaign Manager will report to the campaign's chairperson, with additional direction from the Board of Directors.

Duties:

- 1) Oversee and coordinate the statewide lobbying and education campaign, in partnership with the campaign chair and general consultant, including fundraising, communications/media, grassroots/field work, coalition outreach and maintenance, relationships with political and civic leaders, and internal campaign administration.
- 2) Draft and implement campaign plan with oversight from the Board of Directors and partnership with consultants.
- 3) Develop and oversee campaign fundraising plan.
- 4) Hire and supervise paid campaign staff and coordinate transfer of donated organizational staff from local and national organizations into the campaign infrastructure.
- 5) Manage contracts with outside vendors, consultants and lobbyists
- 6) Coordinate with the consultant and local coalition partners as a contact for local, regional, statewide and national media outlets seeking information regarding the campaign.
- 7) Participate in all Board meetings/calls and subcommittee meetings as needed, and provide regular, comprehensive updates on campaign activities.
- 8) Respond to inquiries from coalition partners, Board members, and elected officials regarding the campaign.

- 9) Work with legal advisors to ensure full compliance with federal/state/local finance laws and ordinances, and supervise internal campaign administration.
- 10) Work with consultants to oversee management of web site; new media; list and database development, management and usage.

Qualifications:

- 1) At least three years of previous experience as set forth above. The ideal candidate will have run a contentious statewide campaign, and will possess significant skills in coordinating and facilitating decision making for large, diverse coalitions. Experience running campaigns in Arizona and knowledge of key political and civic leaders is strongly preferred, as is experience garnering the support of both Republicans and Democrats.
- 2) Comprehensive understanding of LGBT advocacy and messaging, or an ability to quickly get caught up quickly on latest nondiscrimination research, messaging and tactics used to educate the public.
- 3) Demonstrated success at meeting fundraising targets for large-scale campaigns.
- 4) Previous experience working with local, regional, state and national media outlets, including print, radio, television, new media, blogging community.
- 5) Excellent communication skills (both written and oral) and ability to facilitate meetings with diverse participation.
- 6) Previous grassroots experience, and experience with data usage and management.
- 7) Ability to commit for the duration of the campaign effort.

To apply:

Email resume and cover letter to positions@competitivearizona.org