



## **313/616 Votes Lead In-Person & Virtual Canvasser**

The Michigan League of Conservation Voters Education Fund is seeking a Lead In-Person & Virtual Canvasser to educate, engage and mobilize a team of canvassers and Michigan voters related to the 2022 primary election.

### **Job Responsibilities**

This position reports to the Voting Rights Organizer and is responsible for the following:

- Lead daily mid-day check-ins with in-person canvassers and support morning and evening debriefs as needed
- Provide retraining to in-person canvassers when required
- Provide the Voting Rights Organizer with weekly performance reports on each in-person canvasser, and when necessary, work together to create and implement improvement plans and disciplinary actions
- Support the Voting Rights Organizer in preparing daily data reports and provide regular feedback to in-person canvassers on progress to goals
- Attend online training and support calls with community partners alongside Voting Rights Organizer as needed
- Support community outreach events to ensure Michigan voters are mobilized to vote in critical regions of the state
- Ensure the program is executed with a high standard of quality control and professionalism

### **Qualifications**

We are seeking candidates who are detail-oriented, seeking to build genuine relationships, and have the potential to become long-term community leaders. You should be/have:

- Highly organized self-starter who takes initiative and can complete projects independently or collaboratively with a team
- Excellent planning, priority-setting and time management skills
- The ability to work from home or in person, as required, 35 hours per week, 12:00 - 7:00 PM Monday through Thursday and 10:00 AM - 5:00 PM on Fridays
- Excellent communication and interpersonal skills, including a demonstrated ability to listen to others and articulate their ideas clearly
- Positive, solutions-oriented attitude and commitment to maintaining a supportive, empowering culture
- A belief in the importance of voting rights and voter education
- Proficient working with Google Suite, including Google Docs and Google Sheets

### **Dates & Compensation**

This is a seasonal position running **June 6 to August 5, 2022**. There may be an opportunity to stay on for the program's second wave, which will start in September. Compensation is \$20 per hour at 35 hours per week. This position will be hired through Diversified Employment Services.

### **How to Apply**

[Click here to apply](#). Applications will be reviewed on a rolling basis.