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State Chapter Coordinator at Democrats for Life of America

Job description:

This role is an opportunity to join America's largest and most influential pro-life organization representing moderate and left-wing voters affiliated with the Democratic Party. At a time that Democratic voters are increasingly appalled at the influence of the abortion lobby, we face an unprecedented opportunity to fight back and put pressure on the Democratic Party to protect human rights for the born and preborn. The State Chapter Coordinator will oversee DFLA's grassroots engagement strategy at a critical time of expansion. The State Chapter Coordinator will report to the Executive Director, Kristen Day. The position will be mostly or entirely remote, although there will be opportunities to work out of DFLA's headquarters in Northern Virginia, just outside Washington, DC.

The State Chapter Coordinator will support DFLA chapters in all 50 states. The State Chapter Coordinator will empower chapters as they engage in the local political process. You will work with a small but brilliant team of passionate activists to supercharge DFLA. You will steer an organization at a crucial time of growth, spearhead an upswell in the Democratic Party, and help protect society's most vulnerable, from preborn children to those on death row. You will engage with prominent elected pro-life Democrats.

The role will begin with a trial period of 90 days as a trial employee, transitioning to a permanent role after 90 days, or earlier, performance permitting. Scheduling is flexible.

Location: Washington, DC area (preferred) or remote

Part-time, hourly

Job responsibilities (part-time)

- Chairs DFLA's state chapters program
- Leads monthly meeting of state chapter leaders
- Communicates and coordinates between state chapter leaders and national leaders
- Supplies state chapters with DFLA resources (both information and physical materials) for local events, outreach, and political advocacy
- Recruits and retains volunteers for state chapters throughout the US
- Guides volunteers through the process of starting a state chapter, facilitates transitions between state chapter leaders
- Boosts grassroots engagement with DFLA by enabling state chapters to thrive

- Collaborates with National Communications Director and Business Operations Assistant to maintain DFLA membership and mailing lists, and facilitate proper state chapter use of these lists
- Contributes to fundraising initiatives
- Makes weekly calls to DFLA donors
- Attends Staff Meetings and major DFLA in-person events (yearly conference, national March for Life gathering, etc.)
- Other Tasks as Necessary (including for the DFLA Education Fund)

Job Requirements

- Committed to the Consistent Life Ethic, including opposition to abortion
- Willing to work with people from a variety of political, social, and religious backgrounds
- Organized, independent, and detail-oriented
- High School Diploma
- 1-3 years of relevant experience, especially experience in development or fundraising

Differentiators

- **Grassroots organizing experience**
- **Non-profit fundraising experience**
- Experience in politics, especially Democratic politics
- Experience with pro-life, civil rights, faith-based, or Consistent Life Ethic organizations and activism

How to apply

We require the following:

- An up-to-date resume with the name and phone number of a reference
- A one-page cover letter that addresses:
 - What would you want to achieve as State Chapter Coordinator
 - Why you are pro-life for the whole life
 - Your prior experience in grassroots organizing
 - How your skills, experience, and personal qualities would support this position

Please upload your application via Google Form on our website. Please address any questions about the application to process to John Quinn at info@democratsforlife.org.

Applications will be accepted on a rolling basis with a view to conducting interviews in November and December 2022. Successful applicants will be asked to attend a one-on-one phone or video call interview with a member of our team. Following this, shortlisted candidates will be invited to a face-to-face panel interview or video call with the Executive Director and Board of Directors.