

North Dakota Native Vote P.O. Box 226 Bismarck, ND 58502

Job Description

Job Title: Field Organizer

Salary: \$16.00/hour Schedule: 20 – 30 hours per week Supervisor: Program Director

Job Type: Part-Time / Temporary Job Classification: Non-Exempt

Location: Fort Berthold Reservation, Spirit Lake Reservation, Standing Rock Reservation, Turtle Mountain Reservation

Job Purpose

North Dakota Native Vote Field Organizer works to engage tribal members in constructing a representative democracy by working in reservation communities across North Dakota. The Field Organizer coordinates, implements, and facilitates field outreach strategies. The Field Organizer works closely with the Program Director to create community events and meetings. The Field Organizer works to meet the Get Out The Vote objectives and goals. The Field Organizers will help foster sustainable, positive social change in our tribal communities through community organizing, leadership development, education, civic engagement, and public policy advocacy.

Job Duties and Responsibilities

- Lead Get Out The Vote strategies.
- Coordinate tabling opportunities in the community.
- Implement the Pledge To Vote data collection.
- Lead community canvassing opportunities.
- Create weekly Get Out The Vote work plans.
- Assist community members with address verification systems.
- Distribute GOTV SWAG and Voter Guides.
- Attending regularly scheduled staff meetings.
- Attend community meetings.
- Other duties as assigned.

Job Qualifications

- No experience necessary.
- Ability to interact effectively with the general public.
- Available for travel regularly and for an extended period
- Ability to work productively both independently and with a team.
- Available for contact by smartphone and email.
- Ability to work with Native American communities in North Dakota.
- Ability to handle multiple projects simultaneously.
- Strong communication skills with attention to detail.

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- Effective time management skills and prioritization
- Sufficient computer knowledge with Google Suite, Microsoft Office, and web conferencing.

How to Apply

To apply for this job, email a cover letter, resume, and 3 professional references to: JOBS@NDNATIVEVOTE.ORG. If you have any questions about this job, call: 701-751-2147. This position is open until filled.

Equal Opportunity

North Dakota Native Vote is an equal-opportunity employer committed to providing a work environment free from discrimination. We do not discriminate based on race, religion, sex (including pregnancy, gender identity, and sexual orientation), national origin, age, disability, genetic information, or any other status protected by applicable law. We believe that a diverse workforce strengthens our organization. All employment decisions at North Dakota Native Vote are based on business needs, job requirements, and individual qualifications.