



GEORGIA NAACP

FIELD MANAGER

Position Location: Multiple Locations
Travel: Frequent (*County-Wide*)
FLSA Status: Exempt
Job Classification: Temporary, Part-time

About Us

Founded in 1909, the National Association for the Advancement of Colored People (NAACP) is the nation's oldest and largest civil rights organization. The Georgia NAACP has had an unbroken presence in Georgia since 1917. The Georgia NAACP maintains a network of branches throughout Georgia, from cities to small rural counties. The Georgia NAACP has been the most effective and consistent advocates for civil and human rights in Georgia. The NAACP's half-million adult and youth members throughout the United States and the world are the premier advocates for civil rights in their communities, conducting voter mobilization and monitoring equal opportunity in the public and private sectors.

Team Overview

We are seeking **Field Managers (FM)** to work in diverse communities across Georgia to engage and empower communities of color to participate in the political process by registering to vote in hopes of creating opportunities for every American.

Role Overview & Day-to-Day

The primary responsibility of a FM is to manage canvassers who recruit, manage and train volunteers and assist eligible individuals with the application process to become a registered voter in Georgia. Other responsibilities include developing regional organizing plans that reflect the needs and realities of their communities. They will also oversee the training and assist with the management of canvassers. FMs report directly to a Regional Field Manager.

Tasks & Responsibilities

- Effective in conveying a solid message around the importance of being a registered voter
- Develop neighborhood volunteer teams
- Coaching canvassers to develop neighborhood teams
- Coordinating organizing management
- Facilitating and evaluating region-wide events
- Coordinate phone banks and canvasses
- Completely and accurately ensure data entry and integrity, both manually and electronically
- Building relationships with local political and community leaders

Required Skills & Background

- Commitment to and passion for ensuring that individuals are civically engaged in communities of color
- Experience managing and coaching multiple staff
- Skilled in team-based, volunteer-led organizing
- Comfortable with managing from metrics; Has an understanding of organizing data
- Familiarity with campaign technology platforms
- Attention to detail and strategic viewpoints
- Ability to multi-task and meet deadlines
- Flexibility to work beyond regular core business hours as needed
- A passion for social justice generally and racial justice specifically
- Strong administrative, organizational and communication skills (written and verbal)
- Solid interpersonal skills and ability to operate confidentiality

It is the continuing policy of the NAACP to take affirmative action to assure equal opportunity for all current and prospective employees without regard to race, color, national origin, ancestry, age, gender, gender identity or expression, sexual orientation, personal appearance, marital status, familial status, family responsibility, pregnancy or other pregnancy-related conditions, childbirth, disability, military/veteran status, citizenship status, religion or political affiliation, past convictions or incarceration, prior psychiatric treatment, or any other status protected by federal or state law, local ordinance or Executive Orders. The NAACP is an Equal Opportunity Employer.