



FLIC Votes

Lead Civic Engagement Organizer

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FLIC Votes' mission is to expand democracy by shaping an active and conscious electorate that reflects the diversity of Florida while engaging those who can't yet vote. We do so through continuous civic engagement, with electoral campaigns and issue organizing that are woven together to transform governance.

Job Description

FLIC Votes and its partners drive a powerful civic engagement program in Florida, particularly engaging New American (naturalized) voters and BIPOC voters. FLIC Votes' Lead Organizer oversees the integration of our regional civic engagement efforts by managing Civic Engagement Organizers and the implementation of bold community activation programs.

The Lead Civic Engagement Organizer must be bilingual in English/Spanish and be comfortable with supervising, training, and leading a team of staff and volunteers on voter registration, voter mobilization, volunteer recruitment, and GOTV techniques following guidelines provided by the organization.

Responsibilities:

- Manage regional Civic Engagement Organizers
- Support the Field Director with the development of regional organizing plans to advance voter registration, voter mobilization, volunteer recruitment, political education, and local grassroots organizing efforts.
- Oversee the implementation of civic engagement organizing plans in assigned regions
- Utilize appropriate systems (VAN and CRM) to ensure adequate data collection to track the progress of campaigns and programs. Support Data Manager with data quality control practices
- Ensure program efficiency through rigorous monitoring and evaluation, proactively exploring and proposing solutions to improve outcomes
- Oversee recruitment and training implemented by regional Civic Engagement Organizers
- Support the electoral goals of FLIC Votes by mobilizing voters for endorsed candidates and initiatives.

Qualifications

- 1-3 years experience as an organizer, fellow, or civic engagement lead volunteer.
- Experience supervising paid staff
- Experience in recruiting, training, and managing volunteers and paid staff
- Experience in electoral campaigns or field operations focused on voter contact
- Proficiency using America Votes Votebuilder (VAN) and EveryAction (CRM)

- Experience with voter contact tools such as Hustle, ThruText, ThruTalk, HubDialer, VPB Connect, etc.
- Ability to self-manage, drive personal productivity, and manage multiple projects while working remotely or independently.
- Ability to work long or irregular hours, including **evenings** and **weekends**, as needed.
- Ability to work collaboratively and as part of a team to advance the mission/goals of the organization.
- Ability to interact with and understand people of various social, cultural, economic, and educational backgrounds.
- Fluency in English and Spanish
- A valid driver's license, ability to drive, and reliable access to own vehicle are required.
- Applicants must share a strong commitment to FLIC Votes' mission and be able to draw others into our immigration advocacy work.

Salary:

Salary Range: \$55,000 - \$63,000 per year (commensurate with experience)

Employment Type: Temporary

Benefits

- 100% Paid Benefits (Health, Vision, Dental, STD, LTD, Life Insurance)
- Parental Leave
- 14 Paid Holidays
- Flexible Work Schedule

How to apply: Send a resume, work history, and references to hr@flic.org *Applications will be accepted until the position is filled.*

FLICVotes is an equal opportunity/affirmative action employer and encourages applications from all qualified people, including women, people of color, persons with disabilities, and LGBTQ individuals.