



Position Announcement VOTER ENGAGEMENT PROJECT LEAD

Position: Voter Engagement Project Lead

Status: Part-time (20 hours/week), Regular, Non-Exempt

Reports to: Activate! IFC Director

Compensation: \$21.38/hr; sick/vacation benefits

Seeking an energetic leader to identify and lead a team of voting ambassadors to partake in the planning and execution of IFC's GOTV campaign. This position will support Activate! IFC's work of advancing the material conditions of members and staff by engaging their leadership to become more involved in the political process.

Who we are:

Mission, Vision, Values. IFC confronts the causes and responds to the effects of poverty in our community. We believe in a community that meets everyone's basic needs, including dignified and affordable housing, an abundance of healthy food, and meaningful social connection. We are guided by our core values: mutual respect, social justice, community power, self-determination, and integrity.

History and Programs. In 1963, seven women united their efforts to address the conditions of poverty in Chapel Hill and Carrboro. Almost six decades later, IFC continues to make this community more accessible and affordable for low-income workers and residents, who make Orange County a diverse and desirable place to live. Our programs include:

- Community Market and Community Kitchen – the largest food security programs in the county, providing groceries and hot meals daily to help families stretch their household budgets.
- Emergency Financial Assistance – rent, utility and other emergency assistance to increase housing stability for people who live or work in Chapel Hill-Carrboro.
- Community House and HomeStart shelters for more than 66 adults and 10 families - emergency shelter and housing-focused case management for people experiencing homelessness.
- Housing Support programs - subsidies and support services for residents living across the county, as part of a best practice housing first model.
- Activate! IFC – voting, advocacy, and leadership development program that confronts the causes of poverty and homelessness in our community.

Responsibilities include:

Support and advance IFC's advocacy and civic engagement work by engaging our members and staff to become more involved in the political process

- Perform consistent IFC community outreach, building rapport with members and staff vis-a-vis voting, advocacy, and the political process
- Connect the lived experience of members and staff, i.e., the issues impacting their daily life, to voting, advocacy, and the political process
- Educate members and staff about local government structure and the political process (e.g., how decision-making works, how policies affect our lives)

- Collaborate with TAP BIPOC Project Lead to develop year-round work plans for members and staff that take up advocacy and leadership positions; be relationship-centered and community driven to activate individual leadership potential and collective community power
- Nurture forward-facing community partnerships with organizations that fit the mission and vision of our work (e.g., Democracy NC, NC BLOC)

Identify and lead a team of Voting Ambassadors to partake in the planning and execution of IFC's GOTV campaign

- Identify, engage, and develop leadership amongst members and staff via Voting Ambassadors to lead others to vote
- Connect members and staff to local elected officials, policy makers, and town and county staff
- Oversee the coordination of Why Voting Matters Conversations and other GOTV events (e.g., cookout, registration drives, education summits, field canvassing, phone banking)
- Develop consistent and effective strategies to base build and strengthen IFC's voting community
- Educate members and staff around what's on the ballot, updated voter laws, and the range of voter barriers, suppression, and misinformation efforts

What we're looking for:

- Demonstrated passion for community, voting, social justice, and racial equity.
- Knowledge of the causes of poverty, homelessness and food insecurity and the relationship of these societal problems to unjust and inequitable systems
- Experience with advocacy, community organizing, and/or voter engagement.
- Commitment to building power and leadership among people with lived experience
- Knowledge of the electoral process and experience with voter registration, voter education, field canvassing, phone/text banking coordination, and other forms of GOTV programming
- Experience facilitating processes, helping teams think strategically, and transforming goals into action
- Effective planning and time management skills, ability to manage multiple tasks and projects
- Ability to train and coach members, volunteers, staff and board members, including those who may be resistant to change
- Ability to approach challenges with curiosity, openness and innovation
- Flexible work style, sense of humor, dependability, and ability to work as part of a diverse team
- Computer literacy (i.e. Excel, Outlook, Word, etc.)

Work Environment:

- Requires ability to attend meetings in person and virtually, as needed
- Somewhat flexible schedule, but required to attend regular meetings and position is primarily on-site and is not considered remote
- Is considered Non-Essential Staff during emergencies or inclement weather

How to apply:

Please email cover letter, resume, and 3 professional references to HR@ifcmailbox.org.

IFC is an equal opportunity employer and strongly encourages applications from people with lived experience of poverty or homelessness; Black, Indigenous and People of Color (BIPOC); LGBTQIA applicants, and people with disabilities.