



# NEW DEMOCRATIC PARTY OF MANITOBA

## JOB POSTING

**JOB TITLE:** Election Organizer

### **JOB SUMMARY**

The successful candidate will lead election-readiness and organizational activities for the Manitoba NDP, as directed by the Provincial Secretary, with a focus on supporting priority constituencies in preparation for the next provincial election.

Reporting to and under the direction of the Provincial Secretary, the individual will be responsible for:

- Organizing, overseeing, and supporting constituency election-planning activities, with an eye toward gender equity
- Planning, supporting, and promoting constituency fundraising activities
- Preparing and presenting election organization workshops for constituency executives, candidates, and volunteers
- Providing planning and logistical support for nomination contests
- Supporting central election-readiness activities and initiatives
- Supporting communications and outreach activities for the Party and constituency associations
- Establishing and maintaining a positive working relationship with MLAs, candidates, constituency executives, members, and staff
- Other duties as assigned

### **QUALIFICATIONS**

The successful candidate will have the following attributes:

- Commitment to social democratic values, strong knowledge of NDP policy and Manitoba politics, and experience working on NDP election campaigns
- Demonstrated and successful experience with central campaign organization and central election planning
- Demonstrated and successful experience with local campaign management and local election planning
- Experience managing multiple competing priorities and delivering on critical projects, with a strong work ethic
- Proven ability to organize and implement a variety of events, outreach, and fundraising activities
- Experience developing training materials, and organizing and conducting workshops
- Proven ability to maintain positive working relationships with vendors and volunteers
- Experience creating and managing expense-related budgets
- Ability to communicate effectively with strong interpersonal communication skills
- Knowledge of social media, digital design, and publishing an asset

**SALARY RANGE:** as per collective agreement

**START DATE:** October 2021

**DEADLINE FOR APPLICATIONS:** Sunday, October 17, 2021

SEND CV WITH COVER LETTER TO: Tim Johnson, Provincial Secretary  
878 Portage Ave  
Winnipeg, MB R3C 0B9  
[tim@mbndp.ca](mailto:tim@mbndp.ca)

The Manitoba NDP is committed to social, economic, and racial justice. We encourage applications from persons of all backgrounds and identities.

The work of the Manitoba NDP is done across Manitoba on the traditional territories of the Anishinaabeg, Cree, Anishinew, Dakota, Dene, and Inuit people, and on the homeland of the Métis Nation. As a Party we acknowledge and respect the Treaties that were made on these territories, we acknowledge the harms and mistakes of the past, and we dedicate ourselves to moving forward in the spirit of reconciliation and collaboration.