

Organization: Native Peoples Action, Inc.
Job Title: Community and Voter Engagement Manager
Location: Remote Work (Alaska)
Schedule: Regular Full Time
Annual Salary: DOE
www.nativepeoplesaction.org



ORGANIZATIONAL OVERVIEW

Native Peoples Action (NPA) is a non-partisan organization dedicated to protecting and strengthening Alaska Native peoples and protecting our Ways of Life. We are committed to addressing and restoring our peoples' inherent rights to hunt, fish, harvest, gather, trap, share, and have ceremony as well as manage and steward our homelands for abundance. Critical to this effort is our commitment to end the criminalization of our Native ways of life. We do this work by being a statewide advocate alongside our Native peoples amplifying their work, voices, and leadership, and advancing our collective priorities as Indigenous people.

POSITION OVERVIEW

The Community and Voter Engagement Manager will focus on identifying and growing a base of Alaska Native people and partners aligned with NPA/CFs mission who are informed about and participate in opportunities to improve Native communities and the state, as a whole, through civic participation, including getting out the vote.

RESPONSIBILITIES

COMMUNITY EDUCATION & OUTREACH

- Grow NPA/CF's list of supporters, action takers, and volunteers through outreach and relationship building for the purpose of protecting Alaska Native ways of life
- Help Increase participation of Alaska Native people in all areas of civic engagement including local fish and game advisory boards, state committees, federal subsistence boards, school boards, councils, elections at all levels of government, and community events
- Listen and learn from community members about what is important to them, issues of concern, what they are excited about, along with priorities and interests
- Execute a statewide get out the vote and ranked choice voting education and action plan
- Represent NPACF at events
- Build supporter list for NPA/CF (emails, contact info, etc.)

RELATIONSHIP BUILDING, VOTER CONTACT & DATA MANAGEMENT

- Support and build NPA/CF's volunteer base
- Implement a statewide voter contact strategy for 2024 including door-to-door canvassing, phone banks, text banks, and event-based contact and coordination with other local organizations
- Ensure all information from events, volunteer base, calls, texts, and programs are entered into the VAN database

The Voter and Community Engagement Manager shall also be responsible for other duties as assigned by the Executive Director.

QUALIFICATIONS

- Demonstrates experience living in and/or working with Alaska Native communities required
- Demonstrates cultural competency and ability to meaningfully engage Alaska Natives and Alaskans from diverse backgrounds required
- Excellent organizational, project management and time management skills required
- Excellent interpersonal and relationship management skills with ability to build cooperation, resolve problems, and implement appropriate solutions
- Ability to work independently, be reliable to fulfill deliverables without daily direct supervision, and time management required
- Commitment to uplifting the values and mission of Native Peoples Action and Native Peoples Action Community Fund and contributing to a safe and respectful work environment required
- Sincere commitment to work collaboratively with all constituent groups, including staff, board members, volunteers, donors, program participants, and other supporters

TO APPLY

Submit a cover letter, resume, names and contact information for three references to info@nativepeoplesaction.org.

The job will remain open until filled. Any job offers are contingent upon favorable reference and criminal background checks.

Native Peoples Action is committed to creating a diverse environment and is proud to be an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age or veteran status. Native Peoples Action is especially interested in candidates who have experience living in and/or working with Alaska Native communities, and Alaska Natives are strongly encouraged to apply for this position.