



Engage the Vote Ambassador

Position Status: Part-time, Temporary
Compensation: \$20.00/hour
Benefits: Mileage reimbursement
Location: Various locations across Miami-Dade County and South Florida as assigned
Reports to: Voter Engagement Program Manager

ABOUT ENGAGE

Engage Miami builds civic equity and power through voter engagement and local and state issue organizing. We center young voters and leaders ages 16-35, building young people's political power in majority Black and Latinx communities. Our mission is to build a more just, democratic, and sustainable Florida by developing a local culture of civic participation for young people that is bold, creative, and impactful.

JOB DESCRIPTION

Engage Miami is hiring ambassadors for our youth voter engagement program. The program seeks to engage with young people through voter registration, phone banking, and door-to-door canvassing. Ambassadors will be responsible for assisting voters with registering to vote, requesting a Vote-by-Mail ballot, and pledging to vote. Ideal candidates are highly organized and dependable, thrive off of person-to-person contact, and are passionate about youth voter engagement.

Ambassadors must be available a minimum of 25 hours per week, including some evenings and weekends, and have reliable and consistent transportation to travel to and between different locations to conduct site-based and door-to-door outreach and arrive onsite on time. Proof of vaccination will be required if hired.

ROLE AND RESPONSIBILITIES

- Conduct voter outreach and mobilization through voter registration, pledging individuals to vote, assisting with vote-by-mail requests, door knocking, voter education, and other Get Out the Vote initiatives in a compliant, responsible, and reliable manner, as well as supporting other programmatic initiatives as assigned
- Communicate daily with Voter Engagement Coordinator and Manager, attending scheduled training and meetings
- Reach daily, weekly, and monthly goals for voter registration and engagement
- Complete quality control and data tracking as well as responsible handling of voter engagement materials and forms in line with our compliance practices and training
- Provide accurate civic engagement information about signing up to vote and elections through tabling, event planning, door-to-door canvassing, phone banking, class raps, and other direct voter contact methods
- Confidently represent Engage Miami at in-person events across Miami-Dade and engage with community members and stakeholders to represent Engage Miami and increase youth civic engagement



QUALIFICATIONS

- Commitment to civic engagement and desire to build the power of young people in South Florida
- Comfortable talking to people of diverse backgrounds out in the community or on the phone
- Ability to share accurate information to help our community be more civically engaged
- Experience working with young people on and off campuses as well as conducting civic engagement programming is a plus
- Responsible, self-motivated, and able to work independently and as part of a committed team
- Ability to reach daily, weekly, and monthly goals
- Able to comply with federal and state election laws regarding voter registration as well as internal processes, implementing our training and program reliably and responsibly
- Access to the Internet, computer, and phone
- Ability to travel between and across Miami-Dade County and arrive to work on-time
- Able to work hours that may vary from standard office hours
- Proof of Covid-19 vaccination is required, unless an exemption is requested.
 - Medical or Religious exemptions should be requested in writing and sent to ops@engage.miami. Please provide a summary of why you are requesting an exemption to the vaccine requirement. If the reason is medical, please include documentation from a healthcare provider. If the reason is religious, please share your sincerely held religious belief and be prepared to connect us with a religious leader for further explanation if requested.

Applications will be reviewed, and invited to interview on a rolling basis.

To apply, email hr@engage.miami. Please put in the subject line **Full name/Engage the Vote Ambassador Application** and include in your email, your resume and a brief statement (*no more than 5-7 sentences*) sharing why you are interested in the position and believe you would be a strong applicant in helping us increase civic participation amongst young people. Alternatively you may attach a video or audio file sharing your responses to these prompts.

Individuals who are Black, Indigenous, Latinx, people of color, individuals with disabilities, and LGBTQ+ individuals are strongly encouraged to apply. All ages are encouraged to apply. Engage Miami is an equal-opportunity employer. Qualified applicants are considered for employment without regard to age, race, color, religion, sex, national origin, sexual orientation, gender identity, disability, veteran status, or any other class protected by law. Assistance and/or reasonable accommodations during the application process are available to individuals upon request.