



# Engage the Vote Lead Canvasser

Position Status: Hourly, Temporary (through 2024 elections)  
Compensation: Starting at \$23.00/hr, maximum of \$26.00/hr based on performance over time  
Benefits: Mileage and Expense Reimbursement  
Location: Various locations across Miami-Dade County and South Florida

## ***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 Lead Canvassers for our 2024 youth voter engagement program to conduct voter registration, voter education, direct contact, and door-to-door canvassing and provide additional support as needed for our canvass teams. Lead Canvassers will be responsible for assisting voters with registering to vote, requesting a vote-by-mail ballot, and pledging to vote among other voter engagement tactics, and providing daily operational support and coordination to support program effectiveness. Ideal candidates are highly reliable and adaptable, have relevant experience and a track record of results, are goal-oriented and committed to team success, thrive off of person-to-person contact and are strong communicators, and are passionate about youth voter engagement. Lead Canvassers should be available to regularly work full-time equivalent hours, including some evenings and weekends shifts as assigned, and must have reliable and consistent transportation to travel to and between different locations to conduct site-based and door-to-door outreach and arrive on site on time.

## ***ROLE AND RESPONSIBILITIES***

- Conduct daily coordination with other canvass team members, including pick up and drop off of supplies, ensuring expectations and needs are met, and performance and training standards are implemented, with regular communication and support for program staff and management
- Directly conduct voter outreach including 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 responsible and reliable manner and following guidance for nonpartisanship
- Attend scheduled training and meetings, arrive on time to scheduled shifts and sites, communicate regularly with managers and other canvass team staff, and strive to meet daily, weekly, and monthly goals for voter registration and engagement as both an individual and a canvass team
- Complete any reporting needed for quality control and data tracking, providing initial review of assigned canvass team materials and documents and responding to flags and retraining requests, ensuring responsible handling of voter engagement materials and forms in line with our compliance practices and training



- Provide support for management of canvass teams by supporting scheduling, training, day-to-day operations, and coordinating closely with program leadership as needed, communicating challenges and opportunities to increase program and staff performance
- Provide accurate information about voting and elections through tabling, events, door-to-door canvassing, phone banking, class presentations, and other direct voter contact methods
- Confidently represent Engage Miami at in-person events across Miami-Dade and engage with community members, volunteers, and stakeholders to increase youth civic engagement

### **QUALIFICATIONS & SKILLS**

- Previous experience with canvassing, civic engagement programming, or electoral campaigns
- Experience working with young people on and off campuses as well as conducting civic engagement programming centering young people is a plus
- Commitment to civic engagement and desire to build the power of young people in 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, conduct presentations on voter engagement when requested, and provide training to other staff as needed
- Emotionally responsible, with the ability to learn from and rapidly incorporate feedback and to provide constructive coaching, mentorship and support to other canvass team members
- Responsible, self-motivated, and able to work independently and as part of a committed team
- Motivated to reach daily, weekly, and monthly goals and to support team members in meeting team 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 and supporting other team members in meeting all compliance requirements
- Ability to arrive to various canvassing locations across South Florida, commute regularly to the Engage Miami office, and arrive to scheduled meetings and locations on time, including supporting daily pick up and drop off of forms and supplies as needed
- Physical Requirements for this role include the ability to walk and stand for extended periods (or otherwise get to assigned doors, addresses, and various locations), the ability to carry and transport materials and equipment (10 - 25 lbs)
- Able to work hours that may vary from standard office hours with full-time availability preferred and at minimum the ability to consistently work regularly scheduled shifts

**Applications will be reviewed and candidates invited to interview on a rolling basis.** If interested please apply as soon as possible. Not sure if you meet the qualifications? We'd still love to see your application!

To apply, email [hire@engage.miami](mailto:hire@engage.miami). Please put in the subject line **Full name/Lead Canvasser Application** and include 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, immigrants, or people of color, 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.*