



Campaigns & Civic Engagement Director Job Posting

Title: Campaigns & Civic Engagement Director

Status: Full-time, Exempt

Reports to: Deputy Director of Programs

Purpose & Background:

Conservation Voters New Mexico (CVNM) and CVNM Education Fund are a family of nonprofit organizations headquartered in Santa Fe, NM. Our vision is for New Mexicans to thrive in just, resilient communities where our conservation and cultural values guide our decision-makers and public policies. CVNM connects the people of New Mexico to their political power by mobilizing voters, winning elections, holding elected officials accountable and advancing responsible public policies. CVNM & CVNM Education Fund currently have two regional programs that are implementing multi-issue campaigns to address legacy uranium pollution in Western New Mexico and invest deeply in renewable energy in Northern New Mexico.

We are seeking a full-time Campaigns & Civic Engagement Director to lead and oversee CVNM & CVNM Education Fund's civic engagement, accountability and outreach efforts, including volunteer organizing, partner and allied organization engagement, get-out-the-vote strategies. The Director will also oversee and implement strategies and programs that help to build momentum for federal climate and public lands and water policy engagement in partnership with our national affiliate, League of Conservation Voters and in tandem with our partnered communities. The ideal candidate for this role will have demonstrated success developing, coordinating and implementing elections, civic engagement and/or advocacy strategies, including voter persuasion, phone banks, mail piece and radio development, and public outreach and education. The candidate will also have a deep understanding of community organizing, engagement and relationship building.

The Campaigns & Civic Engagement Director must be committed to our mission and values of authentic community and stakeholder engagement in policy work, and exemplify a deep understanding and commitment to equity, diversity and inclusion. CVNM staff incorporate these values into our day-to-day systems and work, and provide key support for collaboration across departments and community and organizational partnerships. The Campaigns and Civic Engagement Director reports to the CVNM Deputy Director of Programs, and collaborates closely with CVNM's senior management, Communications Department, Development Department, and Advocacy team. This position is based in Santa Fe, and requires the ability to

work a non-standard work week including some evenings and weekends, particularly during the legislative session and/or election season.

General Description:

- Develop political and campaign plans, budgets and timelines for accountability, and year-around civic engagement work to achieve the goals outlined in CVNM's organizational strategic plan, and oversee the plans' implementation;
- Provide day to day management of CVNM & CVNM Education Fund civic engagement, outreach and accountability campaigns, including serving as supervisor for campaigns staff, and making recommendations to Executive Management as to hiring and professional development;
- Serve as organizational ambassador and campaign manager for federal policy and campaign work in partnership with the League of Conservation Voters;
- Serve as an organizational ambassador and campaign manager in partnership with our community partners and allies.
- Identify and implement campaigns for the CVNM "Cycle of Accountability" in New Mexico, including assisting with the annual legislative scorecard development in collaboration with Political & Policy Director and Communications Director;
- Serve as liaison with allied individuals and organizations in the environmental and political community for civic engagement and accountability efforts;
- Represent CVNM & CVNM Education Fund in coalition and partner meetings, as needed.
- Manage and ensure data and information flow across Departmental, Communications, and other program departments, as needed;
- Collaborate with Communications Department to develop and executive earned media and communications strategies;
- Ensure CVNM & CVNM Education Fund accountability, civic engagement, and federal campaign strategies meet overall organizational vision and goals;
- Assist Deputy Director or Programs and Development Director in drafting campaign specific grant proposals or reports, as needed or requested;
- Comply with CVNM policies and procedures; and
- Other duties as assigned by CVNM senior management.

Core Qualifications:

- Demonstrated experience managing and/or implementing organizing, issue, political, or electoral campaigns.
- Experience in a supervisory role, with experience supervising remote volunteers and/or staff.
- Knowledge of federal and state politics and how a bill becomes a law.
- A team player who is comfortable managing several responsibilities and pitching in where needed.
- Enthusiasm and commitment to amplify the voice and leadership of communities of color in New Mexico.

- Comfort working in or with bi-lingual or multicultural environments, audiences and teams in both group and one-on-one settings.
- Experience designing and implementing campaign plans and strategies.
- Understanding of ways that leadership development, civic engagement, and decision-maker education can lead to policy or issue change.
- Demonstrated commitment to equity, inclusion and diversity, and an interest or commitment to work on environmental issues that impact our air, land, water and community health.
- Exemplary proficiency in interpersonal communication, listening and conflict resolution; diplomatic in resolving issues, and an ability to maintain a positive solution-based approach in high-pressure or difficult situations;
- Strong organizational abilities, including collaborating, planning, delegating, program development and task facilitation;
- Demonstrated ability and comfort in leading meetings, engaging in coalition settings, public speaking and writing;
- A belief that who we elect matters and that the protection of New Mexico's land, air and water, and wildlife should be a political priority.
- A valid driver's license, vehicle insurance, and reliable mode of transportation.
- Ability to work on weekends or evenings, as needed.

Preferred Qualifications:

- Bachelor's degree or relevant/related experience in a related field such as environmental systems, political science, or public policy.
- Familiarity with the following workflow, database and relationship management tools are a plus: MOCHA, Voter Activation Network (VAN), Trello, Excel, and Google Drive.
- *Knowledge of Navajo Nation and/or Tribal Government policy processes is a plus.*
- Bilingual in Spanish and/or Diné a plus.

Compensation:

This is a full-time exempt salaried position based on experience. CVNM also offers a benefits package for full-time staff that includes vacation and sick leave, a retirement package, and health, dental and vision coverage.

To apply: Please send your resume, cover letter, and three references to Careers@CVNM.org with "Campaigns & Civic Engagement Director" in the subject line. Position is open until filled.

No calls please. CVNM is an equal opportunity employer. Employment with CVNM is at will. If you need additional assistance to apply, please contact Careers@CVNM.org.