



VoteRiders Wisconsin Voter ID Coalition Coordinator

OVERVIEW

Founded in April 2012, VoteRiders is the country's leading nonpartisan organization that focuses on voter ID education and assistance. We work nationwide with a particular focus on states with voter ID laws and competitive federal elections. In the 2022 election cycle our programs directly reached over 7 million voters. Our on-the-ground programs, partnerships, and digital campaigns raise awareness of voter ID laws, making sure voters know what ID they need to vote in their state and providing completely free ID assistance to voters in need. Our programs identify, educate and help voters with voter ID issues so they can vote with confidence, knowing they cannot be turned away.

VoteRiders is seeking a highly-motivated **Wisconsin Voter ID Coalition Coordinator** to lead VoteRiders' outreach in the state and grow our impact there. Targeted voter ID education and assistance in Wisconsin has never been more crucial. The Voter ID Coalition Coordinator will work with organizations throughout the state to ensure all voters are aware of the state's strict photo ID law, and are aware of ID requirements for voting by mail as well.

This individual will work closely with VoteRiders' National Outreach Director, our National Voter ID Assistance Director, our Wisconsin Campus and Community Liaison, and our Executive Director in planning and executing the Wisconsin outreach program. The Wisconsin Voter ID Coalition Coordinator will be the main contact with state-based democracy partners in Wisconsin, including voter engagement organizations as well as other groups that have significant reach and trusted networks and touchpoints with communities that are disproportionately impacted by voter ID laws.

This is a remote position, but candidates must be physically based in the state of Wisconsin to be considered for this position, with a preference for candidates in the Milwaukee area. The Wisconsin Voter ID Coalition Coordinator reports to our National Outreach Director and will work closely with the Wisconsin Campus and Community Liaison (currently based in La Crosse) as well as our National Voter ID Assistance Director.

COMPENSATION

This is a full-time position with an annual salary of \$55,000 - \$70,000/year, as well as a monthly remote work stipend, healthcare benefits, paid sick leave, and paid time off per the policies outlined in VoteRiders' Employee Handbook.

PRIMARY RESPONSIBILITIES

70% Partner Outreach and Relationship Management

- With the National Outreach Director, develop a state-specific strategic plan for Wisconsin partner outreach and support to educate and assist partner organizations and voters about ID laws and overcome barriers to voting



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- Building on previous VoteRiders work in Wisconsin: identify, establish, and maintain meaningful partnerships with a diverse range of statewide and local organizations to support voter ID outreach and assistance, including voter engagement groups and direct service providers
- Strengthen and support a coalition of organizations statewide to incorporate VoteRiders' tools and services into their work
- Craft and execute plans for Wisconsin partners to incorporate voter ID outreach, education, and assistance into their programs, including referrals of voters with ID issues to VoteRiders
- Work with partner organizations to provide voter ID education, support and training as needed, implement programming, and track results
- Build the capacity of partner organizations and their staff/volunteers to provide voters with the ID information and assistance they need

20% Voter and Volunteer Engagement

- Proactively offer as well as respond to voter ID information and assistance needs of Wisconsin voters, including directly assisting Wisconsin voters to obtain their state ID if needed by maintaining and growing our existing Voter ID Clinics program in the Milwaukee and Madison area
- Assist in the recruitment, training, and oversight of a diverse group of VoteRiders volunteers who can support VoteRiders activities in the state and virtually, including through the implementation of Voter ID Clinics and the provision of virtual voter ID assistance

10% Reporting

- Maintain and regularly update the portions of the voter-intake and partner-outreach database concerning Wisconsin
- Complete weekly Wisconsin outreach reports, ensuring timely and comprehensive reporting on established program metrics of success
- Track and reconcile expenses associated with the organization of program activities, Voter ID Clinics, and voter ID assistance
- Document stories, visually and otherwise, of voters assisted, including the steps taken to obtain an acceptable ID and capturing impact stories for posting on social and digital media as well as through traditional media
- Other special projects as needed, including assisting with overall organizational efforts and priorities on an ad-hoc basis

QUALIFICATIONS

Required

- Lives in (or willing to relocate immediately to) Wisconsin, with a strong preference for individuals based in Milwaukee. Please note that relocation funds are not included.
- At least four years' experience in a similar role, including community organizing experience
- Ability to build strong and sustainable collaborative relationships that achieve actionable



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results

- Exceptional interpersonal skills, motivation, and entrepreneurial spirit
- Demonstrated ability to manage details, resourcefully solve problems and follow through with minimum direct supervision
- Excellent written, verbal and interpersonal communications skills; strong communicator, precise, compelling and diplomatic
- Experience and ability to work with diverse and at-risk communities
- Regular access to a reliable computer, internet signal, and cellphone
- Strong computer skills, including Microsoft Suite and Google Suite with aptitude to learn new software and systems
- Willingness to travel within Wisconsin with access to readily available and reliable transportation

Preferred/Plus

- Bilingual in English and Spanish, or another language relevant to the position
- Experience with VAN
- Existing relationships with Wisconsin democracy, direct service, and/or community organizations
- Experience working within the political arena combined with experience at another not-for-profit organization
- Experience with digital storytelling methods

EQUAL EMPLOYMENT OPPORTUNITY POLICY

VoteRiders is committed to diversity among its staff. VoteRiders is an equal opportunity employer. All employment decisions at VoteRiders are based on our mission and program needs, job requirements and individual qualifications, without regard to age, race, color, national origin, religion, sex, sexual orientation, disability, or any other legally protected basis. VoteRiders will not tolerate any unlawful discrimination or harassment.

TO APPLY

To apply, send a resume, cover letter and contact information for three professional references to Jobs@VoteRiders.org. Please note that references will not be contacted without your permission. Include in the subject line: your **last name** and **Wisconsin Voter ID Coalition Coordinator**. Applications will be accepted until the position is filled. Please include where you saw the job post or how you learned of the open position.