



Nevada State Democratic Party Muslim Constituency Coordinator

The Muslim Constituency Coordinator will be responsible for expanding and building new partnerships in the Muslim community. This includes engaging community members in relational organizing and volunteer activities as well as developing strong relationships between Democratic leaders and Nevada's Muslim communities. This is a part-time position (25 hours per week) with an hourly wage of \$15/hour based in Las Vegas, NV. The position is for at least 3 months, with the possibility of extension through 2022.

Key Responsibilities:

- Recruit and engage volunteers in relational organizing strategies and tactics.
- Engage volunteers and their networks in activities at least twice per month.
- Attend NV Dems' Muslim Democratic Caucus meetings and two additional outreach events per month.
- Execute monthly Muslim Democratic luncheons from start to finish, including all planning, promotions, tracking and logistics.
- Develop and maintain strong and trusting relationships with the county officials, candidates, volunteers, and partner organizations.
- Recruit members of the Muslim community into party positions.
- Provide weekly reports of voter contact and volunteer recruitment progress.

Desired Skills & Qualifications:

- Existing relationships in Nevada's Muslim community are a plus.
- Prior organizing experience is preferred, but not required.
- Experience with VoteBuilder a plus but not required.
- Ability to work weekends and nights.
- Good time management skills and ability to manage multiple projects simultaneously.
- Detail orientated and comfortable to work in a fast paced environment.
- Strong communication skills and the ability to work well with a team.
- Must be able to hit metric goals on a weekly and monthly basis.
- Must have a valid driver license and reliable mode of transportation. Travel is required.
- A strong commitment to Democratic values.

How to Apply

Send your resume, cover letter, and contact information for two references to jobs@nvdeems.com. Please include "Muslim Constituency Coordinator" in the email subject line. This position will be open until filled and applications will be reviewed on a rolling basis.



Equal Opportunity/Diversity Policy

The Nevada State Democratic Party (NSDP) prohibits discrimination of employment, promotion, compensation, terms, conditions, or privileges of employment on the basis of gender, disability, race, age, national origin, color, creed, sexual orientation, sex (including marital and parental status), gender identity and expression, religion, economic status, ethnic identity, veteran's status, or any other basis prohibited by applicable law. This policy covers all programs, services, policies, and procedures of the NSDP, including opportunity for employment and treatment as a NSDP employee. The NSDP is an equal opportunity employer and will comply with all applicable laws prohibiting discrimination in employment.

NSDP's equal opportunity policy covers all programs, services, policies, and procedures of the NSDP, including opportunity for employment and treatment as a NSDP employee, as well as opportunities for Consultants to contract with the NSDP.

The NSDP is committed to building a staff that reflects the diverse communities that makeup our state and the Democratic Party. Working towards the goal of a diverse NSDP, our policy extends to both Staff and Consultants.