

## FIELD COORDINATOR – 2017

### COMPANY PROFILE

Cor Strategies is an innovative political solutions company founded in 2009 on the concept that the fields of politics, marketing, and technology could be fused to achieve superior results. We are now the largest center-right political consulting firm in Illinois, having worked with nearly 400 campaigns and 150 businesses and organizations.

### POSITION DESCRIPTION

Every election, Cor Strategies runs roughly a dozen campaigns for which field support is required, and we are looking to augment our field team.

The individual we bring on our team will begin by fulfilling the fundamentals of field activities. This includes staffing and representing candidates at functions, including acting as advance to prepare for the candidate's arrival (putting up signs, setting out brochures and signup sheets, etc). Individual will recruit and utilize volunteers and supporters, and coordinate voter outreach activities such as precinct walks, parades, phone banks, yard sign distribution and erection, etc. They will be responsible for managing candidate calendars, including identifying events for the candidates to attend and coordinating their attendance at these events. Individual must be able to work directly with the candidate, operate well with the campaign team, and take direction from leadership. They will be required to meet specific goals and provide regular reports to leadership, and should be able to speak to responsibilities with clients directly and during meetings/conference calls.

Once these responsibilities are in hand, and as the individual learns our processes and strategies, they will have the opportunity to develop field strategies for our campaigns, including heavily-contested and high-priority campaigns. At this point, the individual may be responsible for managing multiple team members to accomplish stated goals, and must be able to set and meet deadlines to achieve campaign milestones. Individual must be able to represent candidate at events, convey basic campaign messaging, and recruit individuals to get involved in the campaign.

Individuals in this role must have a passion for connecting with voters and promoting a candidate or cause. The ideal candidate for this position is responsible, punctual, hard-working, detail-oriented, and well-groomed. They should excel at building relationships and thrive in a supportive team environment. They must have the ability to multi-task and handle multiple responsibilities at the same time. They must embrace challenges and have the ability to set ambitious goals and deliver results. Candidates must hold right-of-center political beliefs and be located in (or able/willing to travel to) the northwest suburbs of Chicago.



## POSITION RESPONSIBILITIES

- Work directly with multiple candidates and be able to understand their campaigns, talking points, and strategic goals in order to give each the impression that they are your only client.
- Coordinate voter outreach activities such as door-to-door canvassing, parades, phone banking, coffees, train station visits, & yard signs.
  - This requires recruiting individuals to participate in these activities, preparing the necessary materials such as lists and scripts, managing volunteers during the activities, ensuring volunteers receive recognition from the campaign, etc.
- Attend events, with or without candidate, and represent campaign; advance candidate at events they will be attending and ensure maximum effectiveness of candidate's time.
- Implement field plan, including filling in for field staff where additional assistance is necessary to ensure continuously-smooth field operations.
- Build relationship with candidates and their staffs to become a vital member of their inner circle.
- Meet specific weekly and monthly goals, and regularly report progress to leadership and clients.
- Handle day-to-day correspondence with volunteers and supporters.
- Develop and implement comprehensive field strategies and outreach calendars in order to coordinate collecting the necessary number of votes to get candidates elected to public office.
- Monitor plans and milestones to measure the effectiveness of field strategies and make adjustments where necessary to ensure results.
- Manage day-to-day activities for candidates and multiple field staff.

## POSITION REQUIREMENTS

- Demonstrable Republican or conservative political experience in any U.S. jurisdiction
- Self-starter with ability to work independently and as part of a team; ability to motivate volunteers and build friendly relationship with campaign stakeholders
- Excellent attention to detail, punctual, and hard-working
- A desire to learn and an interest in continued involvement in right-of-center politics
- Trustworthy and ability to respect confidentiality and work with discretion
- A strong commitment to Cor's mission, core values, and clients
- A passion for the opportunity and field as well as an interest in growing with an exciting firm
- Located in (or able/willing to travel to) the northwest suburbs of Chicago

## POSITION COMPENSATION & BENEFITS

Compensation will be commensurate with experience and responsibilities. Cor provides healthcare and retirement benefits, a flexible work schedule, and rapid advancement opportunities.

## TO APPLY

Send a cover letter, your resume, 3 references, and links to your social media profiles to [Hub@CorStrategies.com](mailto:Hub@CorStrategies.com). Phone calls will not be accepted.

