**Volunteer Opportunities**

**Marketing Coordinator**

Coordinates messaging language and visuals with all other coordinators and Graphic Designer on a monthly/weekly basis. Facilitates communication with graphic designer, officers, and other coordinators to create marketing materials consistent with HCD brand and messaging.

**Digital Messaging Outreach**

**Coordinator:** Works with other coordinators to create, assist and manage digital/social media messaging. Directs tasks of volunteers determining the frequency of postings and reviews content.

**Digital Message Volunteers**:

* Twitter/Facebook/Instagram volunteers
* Text Messaging Volunteers for Set Up and Send Out
* Email Marketing Volunteer - Uses WIX/website to send out email messages to various groups
* Website Volunteer - Updates website, inputs news, events and general content updates

**Data/Lists Volunteers**:

* + Solicits lists, in-person sign-ups, QR codes to increase traffic to website/Social media
  + Learn/able to use Van and Act Blue to generate lists for print/email marketing and texting
  + Maintains an organized list of specific types contacts ie: volunteers, contacts, elected officials, volunteers, etc.

**Print Marketing Distribution Coordinator**

* Works with Marketing Coordinator and Digital Coordinator to target physical address marketing for postcards, letters, canvassing literature for door knocking campaigns
* Works with Volunteer Coordinator to activate volunteers for various print campaigns
* Coordinates the printing and distribution of all print materials such as flyers, posters, banners pursuing competitive pricing with local and state union printers
* Places ads in local papers and magazines

**Community Outreach Coordinator**

* Solicits Dem members to write letters to the editor in local newspapers based on current messaging from Marketing coordinator
* Create community interactions like book clubs/discussion groups and watch parties
* Work with marketing and digital coordinators to develop ways to reach area youth through engagement in existing community events/organizations, social media and print marketing.
* Coordinate with Event Coordinator to implement engagement in existing community events and to create engaging democrat focus events

**Voter Registration Coordinator**

* Checks Voter Registration Rolls and actively solicits new voter registrations
* Coordinates petition drives and works with State Dems on Registration initiatives
* Working with volunteer, print and digital coordinators, coordinates voter registration promotions and street team campaigns

**Event Coordinator**

* Solicits elected officials or promising candidates to appear at online meetings, in-person town halls or special functions
* Coordinate with other county and state Democrat organizations to boost engagement
* Coordinates refreshments, catering or other special accommodations
* Coordinates with Marketing Coordinator on signage, advertisements and needed materials for event, ie: sign up sheets, etc.
* Helps with decor, sign-up sheets, donation boxes

**Street Team Coordinator**

* Works with Print Marketing, Voter Registration and Volunteer Coordinators on distributing flyers, getting voter registration forms, door hangers and other print distribution
* Oversees street team distribution of materials
* Directs and manages volunteers to knock on doors, distribute print materials register voters

**Volunteer Coordinator**

* Maintain master list of Volunteers with contact information and areas of interest
* Coordinates Volunteer recruitment effort and creates Volunteer Information Materials
* Primary contact for volunteer efforts defining job descriptions and assignments
* Uses Volunteer Sign-up registrations from website list and in-person sign-up forms to discern talent and volunteer time to best suit them to volunteer positions
* Activates volunteer efforts based on requirements through communication with other Coordinators and Party officers

[**Click Here to Return to the Volunteer Sign Up Form**](https://www.huerfanodems.com/getinvolved)