



Election Protection Coordinator

The Michigan League of Conservation Voters (LCV) – one of Michigan’s largest, most impactful political advocacy organizations tackling drinking water contamination, the rapidly-worsening impacts of climate change, and efforts to undermine our access to the ballot – is seeking a full-time Election Protection Coordinator to lead election official engagement within our organization’s Democracy For All team. This position also leads community and partner engagement, youth programming, and elections systems communications. The Election Protection Coordinator additionally manages day-to-day activities necessary to successfully accomplish program-wide goals.

The ideal candidate will be an experienced organizer who is able to work independently, take initiative, and work in coalition to move our priorities forward. This position offers the opportunity to work with community partners and elected officials to further strengthen our elections systems, helping to ensure they are adequately resourced and accessible to all voters. This position, alongside a team of tenacious colleagues, will advocate for strong environmental and voting rights protections, and build and amplify the voices of communities of color and other key constituencies who are disproportionately impacted by environmental issues and voter suppression.

About the Michigan League of Conservation Voters

The Michigan League of Conservation Voters is a statewide political organization whose mission is to elect pro-conservation candidates to office and to hold all decision makers accountable for protecting Michigan’s drinking water, attacking climate change, and expanding access to the ballot. We work closely with elected officials, business leaders, partner organizations, and advocates from across the state, and we have built a reputation as the leading, non-partisan political voice for Michigan’s land, air, and water.

Michigan LCV is an equal opportunity employer. We assure equal treatment in hiring selection, promotion, transfer, compensation, benefits, training, discipline, and other personnel practices and terms or conditions of employment without regard to race, color, religion, sex, age, national origin, height, weight, marital status, genetic testing status, veteran status, disability, sexual orientation, gender status, or any other protected class established by all applicable federal, state and local laws and ordinances.

Job Responsibilities

The Election Protection Coordinator reports to the Democracy for All Director, is based in the Grand Rapids metro area, and is responsible for the following:

- Keep a steady pulse on local democracy issues, especially with local clerks, sharing that knowledge with staff and key partners, and using those issues and opportunities to engage voters in our work.
- Co-lead the Clerk Engagement Workgroup, including setting agendas, taking and sharing minutes, and assisting with strategic planning and growth of the workgroup

- Plan and execute education programs that engage and empower our community, especially young people, to understand election systems and wider civic issues in collaboration with the Democracy For All team, youth interns, volunteers, and partners.
- Train and manage election systems staff, interns, and volunteers to advocate for fair election systems and accessible election administrators, providing regular feedback and coaching
- Assist with managing elections systems social media, newsletter, website updates, virtual engagement programming, and work alongside the wider Democracy for All and Communications teams to help guide our brand and messaging
- Help track and report data to measure our progress related to elections systems work
- Ensure the program is executed with the highest standard of quality control, professionalism, and appropriate long-range perspective
- Participating in all Michigan LCV political election work – doing the hard work of campaigning, which means door-to-door field canvassing, text and phone banking, and/or attending campaign events

Qualifications

We are seeking candidates who excel at **building genuine relationships**, who are **natural problem solvers**, **results-driven**, and who **are looking to become long-term community leaders**. You should be/have:

- Positive, solutions-oriented attitude and a commitment to maintaining a supportive, collaborative culture
- Creative, motivated leader with at least 2 years of experience in community, electoral, or labor organizing
- Highly organized, goal-driven, and detail-oriented self-starter who takes initiative, provides effective management, and can complete projects independently or collaboratively as needed
- Excellent planning, priority-setting, and time management skills and ability to anticipate and plan ahead for potential challenges
- Experience working with diverse constituencies to broaden and deepen participation in the democratic process
- An ability to build genuine relationships and lead conversations with a wide-range of stakeholders – especially those most impacted by historical barriers to the ballot – through phone calls, in-person meetings, social media, and events
- A deep connection to the Grand Rapids and/or Detroit area and a commitment to addressing the local democracy, land, air, and water issues impacting the region
- Strong written, verbal, and interpersonal communication skills
- Ability to work 9:00 AM - 5:00 PM on weekdays with flexibility and willingness to frequently work evenings and weekends
- Spanish language proficiency is a plus

- Reliable access to transportation, the internet, and a phone to use for work purposes as well as the ability to participate in campaign activities (canvassing and/or phone banking)
- Cultural Competence:
 - Demonstrated awareness of one's own cultural identity, views about difference and the ability to learn and build on varying cultural and community norms.
 - Commitment to equity and inclusion as organizational practice and culture.
 - Understanding of how environmental and voting rights issues intersect with racism, economic and social inequality in the U.S. and a passion for working to dismantle these systems.
 - Familiarity with the complexity of issues and obstacles facing communities' of color participation in U.S. democracy.
 - A belief that who we elect matters and that the protection of Michigan's land, air and water should be a political priority.
 - Knowledge of Michigan political and voting rights landscape is a plus.

Compensation & Benefits

The starting salary for this position ranges from \$51,000 - \$59,000 depending on experience. Michigan LCV offers a benefits package that includes health, dental, and vision coverage, long-term and short-term disability coverage, life insurance coverage, a retirement savings program, reimbursements for business-related travel, a generous paid time off policy, and a team of smart, funny, and kind colleagues working together to deliver on a mission that matters.

How to Apply

[Click here to apply.](#) Applications will be reviewed on a rolling basis. If you need accommodation or assistance with our online application, please tell us how we can make this process accessible to you by emailing jobs@michiganlcv.org or by calling us at (734) 222-9650.

We know not all strong candidates will have every skill we list. We still want to hear from you. Research shows that women, non-binary people, disabled people, and people of color are less likely to apply for a position if they don't meet every skill listed. At Michigan LCV, we believe our collective differences enable us to make better decisions, drive innovation, and deliver impactful results. We are committed to creating racial justice and equity within the environmental movement, and we know that begins with us doing the work ourselves.