



Democracy Fellow and Canvasser Job Description

The **Greater Pittsburgh Nonprofit Partnership**, in partnership with Nonprofit VOTE, is hiring an enthusiastic part-time Democracy Fellow to help support nonpartisan voter outreach and tabling efforts on-site at nonprofit organizations in the Greater Pittsburgh Area. Democracy Fellows will be responsible for working within diverse communities to collect voter registrations and voter pledges, as part of a 2016 program leading up to the November elections. This position is an hourly, part-time (20 hours/week), temporary contract position starting at \$15/hour and will run from (September 2nd to October 11th). The Democracy Fellow will report to the GPNP Team.

Essential Duties and Responsibilities

- Collect voter registrations and pledge to vote cards in the waiting room or at events of local nonprofit organizations.
- Actively engaging diverse communities, and remaining positive, assertive, and confident.
- Ensuring that voter registrations and pledge cards are accurately recorded and documented.
- Responding to supervision and feedback during the course of the project when necessary, in order to ensure that activities are running smoothly.
- Remain nonpartisan in voter engagement and outreach.
- Work side by side with volunteers as needed.

Desired Experience and Skills

- Must have access to reliable transportation.
- Bilingual (English/Spanish) a plus.
- Strong commitment to civic engagement and empowerment of underrepresented communities.
- Strong collaboration skills, and a desire to work as part of a team and respond to the needs of the team.
- Experience or training in voter registration preferred, but not required.
- Experience working with diverse communities, in particular, communities of color and low-income communities.
- Ability to work independently with broad guidance, and a self-starter.
- Good communication skills.
- Ability to stay on task and problem solve.
- Enjoys meeting and interacting with new people.
- Must be able to lift and carry 50lbs.

To Apply

Send resume with an email expressing why you are interested in the position to:

David Streeter at streeter@forbesfunds.org



The Greater Pittsburgh Nonprofit Partnership is a growing coalition of over 400 nonprofit organizations from a ten-county region in southwestern Pennsylvania. GPNP offers an array of services that provide our members with opportunities to deliver a unified voice on emerging public policies that positions the sector to be a collaborative driver of social change. We provide public policy analysis, education, advocacy, and a portfolio of discounts on products and services that meet the current needs of individual members and the nonprofit sector as a whole. Check out our website at <http://www.gnp-pgh.org> for more information. GPNP is a program of the Forbes Funds.