

ORGANIZATIONAL DESCRIPTION:

The Asian American Advocacy Fund (AAAF), a non-profit 501(c)(4) social welfare organization based in Norcross, Georgia, has an immediate opening for experienced individuals to join its team in the position of **Phonebanker**. The individuals selected will report directly to the **Direct Voter Contact Team**.

POSITION OVERVIEW:

The Asian American Advocacy Fund (AAAF) is seeking **PHONEBANKERS** to join our team for the upcoming 2024 Elections in Georgia. Phonebankers for AAAF will focus on engaging Asian Americans and other previously underrepresented communities in Georgia.

Applicants must be authorized to work for ANY employer in the United States. We are unable to sponsor or take over sponsorship of an employment Visa at this time.

Responsibilities:

Community Engagement:

- Phonebankers are expected to actively engage with members of the local community to encourage civic participation and provide information related to AAAF campaigns and projects, primarily through direct phone calls and text messages.

Data Entry

- Phonebankers are expected to maintain accurate, current, and detailed data relating to individual community engagements and entering the collected information into our databases.

QUALIFICATIONS OF THE IDEAL CANDIDATE

The ideal candidate for this position is a dynamic individual who is passionate about political organizing and community outreach, with a demonstrated commitment to advancing social justice causes. As a representative of AAAF within the AAPI community, they should be personable and able to build strong relationships with community members, while possessing exceptional communication skills.

Must Haves:

- Phonebankers must display values alignment with the mission of AAAF
- Phonebankers must be comfortable interacting with unfamiliar community members over the phone for extended periods of time



- Phonebankers must have access to both a personal phone and personal computer they are able to use for work
- Phonebankers must be able to commit at least 12 hours per week to make calls
- Phonebankers must be fully vaccinated against COVID-19 upon start date
- Phonebankers must be eligible to work in the United States

Nice to Haves:

- Previous phonebanking experience for either an advocacy group or political campaign
- Familiarity with using CallHub, OpenVPB, Scale To Win, or ThruTalk
- Proficient in Google Suite
- The ability to speak an Asian language is a plus, especially Chinese, Korean, or Vietnamese.

EMPLOYMENT TERMS:

This position is a Part-Time, Temporary position from January to May 2024, with the option to extend through November 2024.

Position Summary

Position:	Phonebanker, Part-Time, Seasonal
Salary:	\$22 per hour for approximately 12-29 hrs/ week
Start Date:	June 2024
End Date:	Late May, or Early November 2024
Apply By:	Ongoing until filled

To apply for this position, please send a resume to jobs@asianamericanadvocacyfund.org. In place of a cover letter, please answer the following questions in your email, and please limit your response to 500 words:

1. This position allows people to work a minimum of 12 hours per week and a maximum of 29 hours per week. How many hours will you be able to dedicate to this position?
2. This position requires eligibility to work in the United States. Can you confirm that you are eligible to work in the US?
3. This position requires talking on the phone for long periods of time, can you confirm that you are comfortable with this?
4. This position requires access to a mobile phone that you can use for work, can you confirm that you have this?
5. Do you speak any other languages besides English, what level would you say is your language capacity in that language? Would you be able to hold a political conversation in that language? Are you able to read/write in that language?

The AAAF is an equal opportunity employer and prohibits discrimination and harassment of any type. We afford equal employment opportunities to employees and applicants without regard to race, color, religion, sex, national origin, disability, or veteran status. All are encouraged to apply.

www.AsianAmericanAdvocacyFund.org

Federal EIN: 83-1198242



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