



Non-Partisan Voter Registration Canvasser Position

Reports to: Community Organizer Manager

Supervises: None

Position Level: Part Time/Seasonal (Monday – Friday and some weekends)

Compensation: Up to \$20/Hr.

Full Job Description

Organization: African Career Education & Resources, Inc. (ACER) is the leading issue-based community organization working to uplift and amplify the African Diaspora. ACER seeks to build power for systemic change that advances racial and economic equity in communities.

Position Purpose: Our organization is conducting a non-partisan voter engagement campaign to educate communities in the NW suburbs about the 2022 midterm elections and to register voters.

Who we are looking to hire

- People with positive outlooks who are outgoing and comfortable talking to the public, walking neighborhoods, and knocking on doors to register voters.
- Punctual, well organized, self-motivated, energetic, and motivated to work independently and with careful attention to detail.
- Passionate about BIPOC community participation in our shared democracy.
- Political, community, or labor experience is a plus.
- Fluency or conversational ability in a language other than English is a plus.
- Polite and courteous.
- Campaign, sales, or telemarketing experience is preferred but not required.
- Strong verbal and customer service skills.

Summary of Responsibilities

- Daily check-in team meetings to set daily goals.



- Ensure the integrity and accountability of the program and comply with strict quality control protocols.
- Precisely completing and submitting short online and/or paper forms.
- Must be available to work afternoons and some weekends.
- Must adhere to strict Covid-19 safety measures and protocols including social distancing, the use of masks that cover the mouth and nose (employer-provided, if needed), the use of sanitizing agents (employer-provided, if needed), and a willingness to be temperature-checked before every shift.
- Must be willing to travel regularly within the county for which you are hired.

Desired Qualifications, Skills, and Abilities

- Must have a smartphone.
- Must have an operational car that is registered and insured, and which you are licensed to drive.
- Working knowledge of and comfort with smartphone hardware and application (iOS or Android), or willingness to be trained
- Willing to work outdoors for most of each shift.
- Willing to comply with strict rules against partisan activities or electioneering during work time.

How to apply:

Applicants should provide the following information:

Email inquiries should be directed to info@acerinc.org or stucker@acerinc.org Email-subject lines should read “**Voter Registration Canvasser**” or applications may be overlooked. *No phone calls, please.*

The above statements are intended to describe the general nature and level of work being performed by the person holding this position. It is not an exhaustive list of all duties and responsibilities. African Career, Education, and Resources, Inc. (ACER) reserves the right to amend and change responsibilities to meet organizational needs, as necessary.

Equal employment opportunity and having a diverse staff are fundamental principles in our organization, where employment and promotional opportunities are based upon individual capabilities and qualifications without regard to race, color, religion, gender, gender identity or expression, pregnancy, sexual orientation, age, national origin, marital status, citizenship, disability, veteran status, or any other protected characteristic as established under law.