



Children's Campaign Fund Network Political Action Manager

ABOUT THE CHILDREN'S CAMPAIGN NETWORK:

The Children's Campaign Network includes Children's Campaign Fund (a 527 non-federal PAC) and Children's Campaign Fund Action (a newly launched 501c4). As one of the longest standing nonpartisan PACs focused on children's issues in the country now paired with an affiliated advocacy arm, the Children's Campaign Fund Network (CCFN) is in an exciting and ambitious phase of growth and deepend impact on behalf of children, youth, and families statewide.

The Children's Campaign Network is committed to a holistic agenda promoting the wellbeing of Washington's children, youth and families. We envision a Washington where all lawmakers prioritize the health, well-being, safety, and learning and development of the children, youth, and families of Washington State, especially those who are under-resourced and marginalized. CCFA's mission is to build non-partisan political power through advocacy and education to enact transformational policy change for children, youth, and families. The CCF PAC's mission, similar to CCFA, is to build non-partisan political power by helping to elect lawmakers who will enact transformational policy change for children, youth, and families. [Read CCFN's 2023 strategic plan here.](#)

Secured funding leads CCFN to a strategic and operational focus on an overall campaign that emphasizes early care and education during the 2024 electoral cycle and 2025 session, culminating in support for a proposal that provides universal childcare and living wages for child care providers.

Our Values:

- Legislative outcomes through nonpartisanship
- Commitment to advancing racial equity
- Informed by the voices of youth and families

THE OPPORTUNITY

Position: Political Action Manager

Reports to: Executive Director

Location: King County, Olympia or surrounding areas strongly preferred - although we're willing to make an exception outside of these areas for the right candidate. All work, with the exception of in-person engagements, will be done remotely, as CCFN has a virtual office.



Status: FT, Exempt. This is a 40 hour/week position with a flexible schedule. Some nights and weekends may be required in the election season, depending on the candidate's schedule.

Dates: Desired start date will be late January/early February.

Rate: Annualized salary range of \$80,000-\$85,000. As a quickly growing team, CCFN currently offers a health and wellness stipend of \$775/month, a \$1,000 laptop stipend, and a technology stipend of \$75/month. We are working on activating additional benefits, like retirement matching, health insurance, and short term disability to take effect in early spring of 2024.

KEY RESPONSIBILITIES

Legislative and Education:

- Serve as the main project manager for CCFN's Legislator and Action Project (LEAP). This second year of the LEAP project will focus on educating statewide officials, legislators, and candidates as to the value and impact of childcare. Overseeing this program will predominantly include:
 - 1) Setting up and executing meetings focused on educating electeds and candidates. This will focus on issues relating to children, youth, and families, but childcare specifically in the first year.
 - 2) Creating collateral materials, such as fact sheets, infographics, and messaging guidelines, that will be used in meetings with candidates and legislators.
 - 3) Planning events focused on underscoring the importance of childcare, such as legislative briefings, session kick-off events, and candidate forums.
 - 4) Working with Deputy Director and Organizing Manager to include parents and childcare providers in education meetings.
 - 5) When necessary, coordinating with relevant partners and coalitions to plug them into education meetings.
- Track and analyze legislation that impacts children, youth, and families. Said research will be used to take organizational policy stances.
- Represent CCFN at coalitions focused on advancing policy pertaining to children, youth, and families.
- Work with CCFN board and staff to develop an annual policy platform that will guide our endorsement criteria and legislative advocacy efforts.
- Work with CCFN senior staff and consultants to advance CCFN's policy agenda in the state legislature.

Electoral:

- Work with Executive Director and Deputy Director to create multi-cycle field and electoral strategies.



- Help run electoral campaigns focused on electing CCFN's legislative champions into office. This will consist of both electioneering efforts (i.e. running voter contact campaigns) as well as candidate contribution efforts.
- Help run endorsement process focused on recognizing legislative champions committed to advocating for children, youth, and families.
- Split electoral coalition responsibilities with Executive Director and Deputy Director - i.e. represent CCFN in spaces focused on electing pro-kids champions.
- Conduct extensive research on targeted districts and candidates and work with CCFN staff to analyze that research to make endorsement recommendations.
- Publicize CCFN endorsements on website and relevant social media channels.

QUALIFICATIONS

- A minimum of 4 years experience working in a political environment, such as working on campaigns, for a lawmaker, for a 501(c)(4), or for a PAC.
- The ideal candidate will be passionate about promoting the welfare of children, youth, and families.
- Passionate about early care and education and living wages for providers.
- Strong legislative advocacy skills with deep networks in Olympia.
- Excellent communications, writing, accountable reporting, and time and project management skills.
- Strong understanding of the importance of leveraging electoral work into policy victories. This practice is at the core of CCFN's new strategic plan (linked above).

DESIRED SKILLS

- Kindness and empathy. This is as important to CCFN as specific program skills.
- Knowledge of the political process and policy landscape in Washington State.
- Strong interpersonal skills focused on building sustainable relationships and crafting consensus.
- Experience using Canva, Facebook, and Instagram strongly preferred.
- Proficiency in VAN or PDI strongly preferred but not required.
- Proficiency in Google Drive.
- Excitement to work with a small but rapidly growing organization.
- Commitment to anti-racism and competence leading actions and conversations around racial equity.
- Bilingual in Spanish is strongly preferred.
- Ability to multi-task and operate in a fast-paced environment.
- A desire to think and act with creativity, collaboration, and compassion.
- Comfort working in a fully remote office.



To apply, please submit a cover letter and resume to action@childrenscampaignfund.org. Please make sure to include the position title - Political Action Manager - in the subject line.

CCFN is an equal opportunity employer and we value diversity among our staff. We strongly encourage applications from Black, indigenous and people of color (BIPOC), immigrants and refugees, bilingual and bicultural individuals, members of the LGBTQIA+ and gender nonconforming communities, people with disabilities, people from other marginalized groups, and people with other diverse backgrounds and lived experiences.