



Carolina Federation

Now Hiring: Data Organizer

Carolina Federation is seeking a full-time Data Organizer to guide and support the development of grassroots political power across North Carolina. This position will directly support existing and emerging county-level political organizations in North Carolina, as well as base-building, issue-based, and electoral campaigns at the local and statewide level.

About the Carolina Federation

[Carolina Federation](#) is a statewide organization that brings people together across race to build a new political majority in North Carolina - one rooted in a culture of belonging and strong enough to win elections and wield governing power in our state. Our work combines the best of Southern freedom traditions: deep base-building, transformative cultural work, power-building issue campaigns, and large-scale voter organizing.

Since 2020, our chapter-based membership organization has grown to become the largest voter engagement operation in our state. But we are equally proud to be known for the depth of our leadership development, our democratic endorsement processes, and the governance of the organization by elected member leaders.

As we prepare for a major political battle in 2026, we're looking for a full-time Data Organizer who will use their skills and passion to support the Federation's growing data needs.

About the Data Organizer Position

The Data Organizer reports directly to the Deputy of Data. And will work directly with staff and members to support the building of multi-racial, multi-issue grassroots political power in our state. Our work is deeply relational at its core. We seek to utilize the most effective technical tools and tactics possible to build our membership base and reach voters in our communities. The Data Organizer's primary role is to support this continued integration of our data-driven base-building organizing work while improving individual and organizational data maturity.

The Data Organizer will have five focus areas for their job:

1. Data Management and Analysis: *Ensure clean and reliable data is consistently delivered to stakeholders.* This may include:

- Routinely cleaning data
- Creating and documenting data management procedures and ensure that staff and member leaders are following procedures and best practices
- Maintaining activist codes, survey questions, and other tags
- Managing, processing, and updating bulk data
- Collaborating with staff on local and statewide analyses for electoral work
- Analyzing base building data to deliver timely insights for stakeholders

2. Manage Voter File and Digital Organizing Tools. *Support stakeholders in their usage of voter file and digital organizing tools.* This may include:

- Creating and troubleshooting account access
- Create data structures within tools (Activist Codes, Tags, Survey Questions, etc.)
- Cutting turf for volunteer and paid canvasses and/or coordinating and supervising turf cutting by staff or member leaders and volunteers.
- Managing and supporting organizational use of digital tools including, but not limited to: Scale to Win, ThruTalk, Spoke, and other contact tools that include building and loading targeted VAN lists as appropriate.
- Tracking voter contact and producing daily, weekly and monthly reports as needed

3. Staff and Member Training / Support. *Develop and lead data organizing + digital trainings for electoral field staff, base building staff, and for our county-level chapters.* This may include:

- Creating and implementing basic voter file training for staff and member-leaders and supporting our staff to be able to train member-leaders.
- Creating and implementing basic digital voter contact trainings for staff and member-leaders (e.g. Hustle, ThruTalk, VPB, EveryAction, MiniVAN, etc.) -- and support our staff to be able to train member-leaders.
- Identifying and providing ongoing support to one or more data leads among the member leadership of each chapter or affiliate , and organizing these data volunteers into a statewide data team.
- Organizing chapter data leads and chapter staff to ensure that our chapters are effectively tracking event attendance, member actions, and recruitment lists in EveryAction.
- As needed, project managing (i.e. 'owning') discrete data projects for the organization that involve multiple staff, such as implementing new data protocols or onboarding new tech tools for use in voter contact.

4. **EveryAction / Membership and Volunteer Management.** *Administer EveryAction for the Carolina Federation.* This may include:

- Troubleshooting and investigating membership or outreach opt-in inquiries
- Transitioning new and existing non-EveryAction data collections into EveryAction
- Creating and maintaining intake systems for volunteers via EveryAction and Mobilize
- Supporting our development team in their use of EA to manage donors and fundraising.

What We're Looking For In A Data Organizer

Qualities We're Looking For In All of Our Teammates

Our organization values the recruitment of staff with strong political alignment and key leadership qualities that match both the role and the kind of work we do. Because the work we do is political, fast-paced, deeply relational and about power, we look for many of the following qualities:

- **Politically Clear:** You know why building power through elections, issue campaigns, and transformative organizing is essential. You are convinced that racial, economic, gender, and environmental justice are what we need and you lift up the leadership and dignity of working-class people and people of color.
- **A Leader Who Unleashes More Leadership:** You take responsibility for motivating others, coordinating effective collective action and building powerful teams -- even in the face of obstacles. But most of all you unleash leadership in others, igniting responsibility and ownership in those you lead.
- **Interdependent:** You bring your best, rely on the strengths of others and know that we are responsible for each other's well-being.
- **Courageous and Determined:** You draw from deep values and beliefs so you continue to take action towards goals, even in the face of change, fear, loss, conflict, and uncertainty.
- **Ambitious, Innovative, Relentless:** You believe that you and others are capable of greatness. You believe not only that we can win but that we have a duty to win. When things get difficult you get creative and keep trying and learning until we succeed.

Data Organizer Technical Skills and Past Experience

These are the types of skills, commitments, competencies, and qualities that we'd be looking for in our data organizer. We offer these as a broad outline; it is not necessary that applicants have experience in all skills and competencies:

- An attention to detail and timelines; an ability to execute complicated sequential steps with rigor and precision, often on a tight deadline.

- Ability to clearly communicate (with patience and humility) data-related information to audiences who may not have much data background, both in 1:1 and training scenarios.
- Experience in the use of data in candidate or issue-based campaigns.
- Familiarity with online electoral / advocacy tools and constituent relationship management (CRM) tools such as EveryAction and NGP.
- Experience with spreadsheets and data manipulation.
- Experience participating in a volunteer or staff capacity on an electoral campaign or a local issue campaign.

Compensation and Benefits

This is a permanent, full-time, exempt salaried position. The beginning salary is \$66,880 annualized, with opportunity for an increase up to \$76,000 after the first 90 days of employment, depending on performance. Benefits include:

- Platinum-level employer-paid health insurance premiums (medical, dental, and vision) for you and your dependent children. A spouse can be added if you pay for their premium costs out of pocket.
- \$50,000 life insurance policy; short- and long-term disability insurance coverage
- Childcare expense stipend for staff with dependents age 13 or under: up to \$350/month for one dependent and \$500/month for two or more.
- Retirement benefits after 6 months of employment: 3% guaranteed employer contribution
- Generous holidays and a flexible paid time off policy, including the last week of the year
- 12 weeks paid parental leave after one year of employment
- \$1,000 budget for a new laptop
- \$700 budget for home office upfit

Location and Travel

This position must be based in North Carolina. We may be able to offer a modest stipend to cover relocation expenses. While much of the work for this role can be done remotely, the organization has at least quarterly in-person staff meetings and a multi-day staff retreat in December. The ideal candidate for this position would live in either the Triad or Triangle region of the state.

How to Apply

Email the following materials to tech@carolinafederation.org. For the subject line, please put "Data Organizer" followed by your first and last name in parentheses ().

Send us:

- A brief cover letter explaining what sparks your interest in the Data Organizer position at the Carolina Federation and why you would be a good fit for this role at this time.
- A resume that shows your experience relevant to the responsibilities and required qualifications for the position.
- The name, email, and phone number of three references who can speak to a combination of your values and previous work experience.

Timeline: We will take applications for this position on a rolling basis and prioritize applications submitted by March 20th, 2026. We will conduct a multi-stage interview process with the goal of a start date for this role by June 1st, 2026.

Carolina Federation is an equal opportunity employer. We welcome applications from all, and strongly encourage women, people of color, immigrants, and members of the LGBTQ community to apply. We emphasize skill and culture fit and do not require formal education. We encourage you to submit your application if this job excites you!