

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 **Canvasser**. The individuals selected will report directly to the **Direct Voter Contact Team**.

POSITION OVERVIEW:

The Asian American Advocacy Fund (AAAF) is seeking **CANVASSERS** to join our team for the upcoming 2024 Elections in Georgia. Canvassers for AAAF will focus on engaging Asian Americans and other previously underrepresented communities in the North Metro Atlanta area (primarily *Gwinnett, Cobb, Dekalb, Forsyth, and Fulton counties*).

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:

- Canvassers 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 in-person, door-to-door interactions.
- Canvassers might also be expected to engage with members of the local community through AAAF tabling events surrounding relevant campaigns and projects.

Data Entry

- Canvassers are expected to maintain accurate, current, and detailed data relating to individual community engagements and entering the collected information into our database via NGP VAN.

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:



- Canvassers must display values alignment with the mission of AAAF
- Canvassers must be comfortable working on your feet and door knocking in neighborhoods for extended periods of time
- Canvassers must have a valid driver's license
- Canvassers must be able to provide their own transportation to and from canvassing locations and must have access to their vehicle on-site during working hours
- Canvassers must have access to a personal device (phone) with the ability to download apps
- Canvassers must be able to work in-person in the metro-Atlanta area
- Canvassers must be able to commit at least 12 hours per week to knocking doors
- Canvassers must be fully vaccinated against COVID-19 upon start date
- Canvassers must be eligible to work in the United States

Nice to Haves:

- The ability to speak an Asian language is a plus, especially Chinese, Korean, or Vietnamese.
- Previous door-to-door canvassing experience for either an advocacy group or political campaign
- Familiarity with using NGP VAN and the associated MiniVAN mobile app
- Proficient in Google Suite

EMPLOYMENT TERMS:

This position is a Part-Time, Temporary position from January to May 2024, with the option to extend through November 2024.. This position requires access to reliable transportation both before and during the shift as this position requires canvassers to live and commute to the Norcross, GA office and metro Atlanta areas regularly. Gas cards will be provided for every three completed shifts. CDC guidelines for ensuring a safe work environment will be adhered to and personal protection equipment will be provided.

Position Summary

Position:	Canvasser, Part-Time, Seasonal
Salary:	\$23-\$26 per hour, <i>Dependent on Experience</i> , 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:

www.AsianAmericanAdvocacyFund.org

Federal EIN: 83-1198242



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 per week 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 travel around Georgia. Do you have reliable access to a car that you can use for work?
4. This position requires candidates to be at least 18 years of age - can you confirm that you are 18+?
5. This position requires a lot of walking and physical movement - can you confirm that you are comfortable with this?

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.

Paid for by the Asian American Advocacy Fund, and not authorized by any candidate or candidates committee.

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