



## **Job Opportunity: \$38/hour**

### **Alaska Community Action on Toxics (ACAT) Canvass Coordinator**

Alaska Community Action on Toxics (ACAT) seeks a committed person in Anchorage who is passionate about environmental, reproductive, and social justice issues to work on our voter engagement campaigns. As a canvass coordinator for ACAT, you'll get an inside understanding of the fight for environmental justice and help us engage with thousands of Alaskans. The ACAT canvass coordinator will work in our office located in Anchorage.

Our mission is to assure justice by advocating for environmental and community health. We believe that everyone has the right to clean air, clean water, and toxic-free food. This position will coordinate our canvass team on multiple campaigns through the week of the elections. Focus areas will include voting and voter engagement, chemicals policies. We will be conducting the canvasses by phone, at events, and door-door.

This position is part-time and temporary starting Monday June 2nd and ending Friday, November 6th. Work hours will include preparatory time during weekday afternoons and canvass supervisory work on weekday evenings (Monday to Friday from 4:30pm to 8:30pm) and occasional Saturdays (9am to 2pm) with additional hours as necessary for data entry and follow-up.

Salary: Canvass coordinator is paid \$38 per hour, up to 30 hours per week.

#### Responsibilities:

- Recruit, hire, train, schedule, and supervise canvassers at our office each day of canvassing.
- Build an atmosphere of respect, collaboration, and teamwork.
- Respond to canvassers' needs to ensure we reach our goals.
- Develop canvassing territories (maps), identify high-traffic locations, and plan outreach strategies.
- Prepare and distribute materials (handouts, tech), manage daily logistics, and ensure shifts run smoothly.
- Track engagement numbers, maintain contact databases, provide feedback, and report on program success.

#### Qualifications:

- Ability to be on time and commit to all work hours during the campaign.
- A passion for reproductive justice, environmental health and justice, and social justice issues preferred.
- Excellent organizational skills with attention to detail.
- Previous experience with phone and/or door canvassing.
- Experience in management, campaign work, sales, or customer service.
- Flexibility and adaptability to change.
- Ability to direct a team, share skills and knowledge, and take feedback.
- Previous supervisory experience and ability to lead a team preferred.
- Previous experience using the State Voices Voter Activation Network (VAN) preferred.

**To Apply:** Please send a cover letter, resume, and the names and contact information for two references to: Francisco Mercado at [francisco@akaction.org](mailto:francisco@akaction.org). Applications will be considered on



a rolling basis until the position is filled. Incomplete applications will **not** be considered. For questions, call or email Cisco Mercado at 907-222-7714

ACAT is committed to building a diverse and inclusive workplace. As an equal opportunity employer, we are committed to employment practices that ensure that applicants for employment are provided with equal opportunities without regard to race, color, national origin, ancestry, sex, age, religion, physical or mental disability, medical condition, veteran status, marital status, pregnancy, sexual orientation, gender identity, gender expression, genetic information, or any other factor that is not related to the position. If you are enthusiastic about the position, but you don't have every qualification described here, we encourage you to apply. You may be the right person!