



Path to Power Director Job Description

The Training and Engagement Fund is the 501(c)(4) advocacy arm of Annie's List. It is dedicated to advancing the participation of women in the political process in Texas.

Our mission is to advance the participation of women in the political process in Texas by providing training and engagement opportunities and advocating for reproductive and social justice for Texas women, children, and families.

The Path to Power Director (P2P) is responsible for designing and implementing programs to train and support women candidates and elected officials in Texas.

The position will require the P2P Director to live and travel within the state. The position requires adherence to strict confidentiality guidelines regarding information gained in the course of employment, specifically those concerning political races, financial matters and operations of the organization. This is an exempt position and reports to the Executive Director.

Job Responsibilities

- Lead the creation and implementation of an ALTEF strategic plan with the goal to increase the number of women running for local and state office in the state.
- Develop and implement a first class training program for female political candidates and campaign operatives for local and legislative races.
 - Including but not limited to: Candidate 101, Candidate 102, and Campaign Graduate School.
- Partner with allies to provide policy-based training programs for Annie's List-endorsed elected officials.
- Refine and improve the current ALTEF curriculum for different training tracks within the organization.
 - Including but not limited to: incorporating interactive, engaging, and DEI informed strategies into ALTEF curriculum.
- Develop a system to track the political involvement of Annie's List Training and Engagement Fund trainees over time.



- Ensure diversity, equity, and inclusion is centered in ALTEF's work by prioritizing outreach to women and Texans of color, members of the LGBTQIA+ community, and from other underrepresented communities.
- Work in coalition with C4 partners around strategic opportunities for program building and growth; specifically in helping train and recruit potential candidates in priority communities in Texas.
- Aid the executive team in the creation of donor and grant proposals for C4 funding.
- Identify fundraising opportunities to expand ALTEF programmatic efforts and work with partners to ensure agreed upon deliverables are managed in a timely manner.
- Manage ALTEF Budget for each fiscal year and work with operations, consultants, and Executive Director to ensure fiscal solvency of the organization.
- Assist the AL Executive Director in managing the ALTEF Board and ensure committees are properly staffed when appropriate.

Goals for the P2P Director

- Increase the capacity of ALTEF to train candidates, political operatives, and elected champions.
- Work to improve the political climate in Texas and encourage women seeking office to change the face of power in the state.
- Ensure candidate and tracking databases are updated timely for upcoming elections, and that ALTEF can analyze and report accurate data on its successes and activities.
- Help build a path to power for progressive women and Texans running for office in local and state offices.
- Work collaboratively with national and local partners to increase the overall power of women in the state.

Qualifications

- Extensive political and campaign management experience at the federal or state level is required, three cycles minimum of Texas campaign experience
- Experience in C4 administration and or/deep knowledge of Texas Ethics Compliance laws



- Experience in organizing and conducting interactive and inclusive trainings
- Ability to analyze election data and identify/organize potential strategic targets for future path 2 power building and recruitment.
- Excellent people skills including the ability to recruit potential candidates in strategic target offices and regions of Texas.
- History of strategic planning required to develop short and long-term goals for organizations.
- Organizing skills necessary to build and grow the organization's relationship with ally groups, elected officials, volunteers, and donors.
- A self-starter with the ability to work independently and remotely.
- Willingness to work in a team environment and support ALTEF team members when necessary.

Preferred Qualifications:

- Previous experience running for state or local office in Texas; either as a candidate or staff member.
- Experience in organizing and conducting interactive and inclusive campaign trainings
- Fluency in more than one language
- Multiple years of labor, community organizing, or advocacy experience in Texas

This position will be remote within the state of Texas. The position has a starting salary of \$120,000, commensurate with experience. Paid time off, health insurance, and additional benefits will be included in final offer packages.

How to apply:

Please submit your resume, cover letter, and three references via email to anaramon@annieslist.com with the subject line "Name - P2P Job Posting"

Please note that donations made to the ALTEF are not tax-deductible.