



Volunteer Position	Description	Physically Able	Homebound	Reserved	Outgoing	Tech Savvy	Tech Naive
Assistant to Volunteer Coordinator	Help the HCDEC Volunteer Coordinator make calls to newly identified volunteers and determine both contact information and interests. Forward information to Regional Directors	✓			✓	✓	
Attendee at HCDEC Fundraisers		✓		✓	✓	✓	✓
Canvass Buddy	Walk with those who are willing to speak with voters. You don't have to speak with anyone, just keep a canvasser company. This allows us to double the territory we cover on any given canvass.	✓		✓		✓	✓
Canvasser	Knock on doors and speak with voters to inform, recruit, register, persuade and Get Out the Vote (GOTV).	✓			✓	✓	✓
Coordinator for special events (e.g. Day of Action)	Step up to be the focal point of special events. This involves communication with party leaders, ensuring events are properly "Mobilized", securing needed materials, and post event evaluation.	✓	✓		✓	✓	✓
Data Analysis person for the Region (e.g. Metabase)	Analyzing data to select targets for canvassing or phone banking	✓	✓	✓	✓	✓	
Data Entry (Mobilize America)	Create and Monitor Mobilize America events for Clubs, Caucuses and Regions.	✓	✓	✓	✓	✓	
Data Entry (Voter Registrations)	In Votebuilder (May need VB training)	✓	✓	✓	✓	✓	
Data Entry (Petitions and Vote by Mail Enrollments)	In Votebuilder (May need VB training)	✓	✓	✓	✓	✓	
Data Entry (Canvass results)	Enter data in Excel spreadsheet in One Drive. Training provided.	✓	✓	✓	✓	✓	
Deputy Regional Director	Provide assistance to the Regional Director in coordinating events/canvasses/ meetings/etc. as designated by your RD.	✓			✓	✓	
Design Flyers for printing or posting	Prepare flyers using computer graphics tools; graphic designers	✓	✓	✓	✓	✓	✓



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District Leader	Coordinate activities in a portion of your region called a District. Includes overseeing Precinct Captains, coordinating canvassing, phone banking, etc., conducting district meetings, and recruiting volunteers.	✓			✓	✓	✓
Distributor of flyers for events	Deliver flyers to the doors for events	✓		✓	✓	✓	✓
Diversity and inclusion Volunteer	Work with the Diversity and Inclusion committee to reach out to marginalized groups (e.g. the Muslim community)	✓			✓	✓	✓
Donator (Services)	If you are the owner/manager of a local business, donate goods and/or services that further our efforts or contribute to one of our fundraiser/raffle events (e.g. 1-hour personal training session)	✓	✓	✓	✓	✓	✓
Donator (Supplies)	Donate supplies to the HCDEC Office including paper products (paper towels, toilet paper, etc.), cleaning supplies (e.g. Soft Scrub, sponges, etc.) office supplies (printer paper, card stock, printer ink, etc.), snacks, water, etc.	✓	✓	✓	✓	✓	✓
Donator (Financial support)	Make contributions to candidate campaigns (local & national) and to the HCDEC	✓	✓	✓	✓	✓	✓
Driver (Canvassers/buddies)	Drive canvassers and their buddies around their routes	✓		✓	✓	✓	✓
Driver (Voters)	Provide rides to the polls for voters who need them.	✓		✓	✓	✓	✓
Driver (SOE's Office)	Pick up forms at the DEC office on Tuesday and/or Friday for delivery to any of the full-service Supervisor of Elections offices (Falkenberg Rd., Downtown, or Gunn Highway)	✓		✓	✓	✓	✓
Emissary	Talk to your friends and family about their values, the values of the Democratic Party, and the importance of making your voice heard through your vote.	✓	✓	✓	✓	✓	✓



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Event Researcher	Use the internet, social media, and personal connections to identify local events that might provide a good opportunity to register voters, get signatures on petitions, or recruit volunteers. (e.g. Street Fairs, Arts Festivals, etc.) Notify your Regional Director or Party Chair about	✓	✓	✓	✓	✓	
Gated Community/Secured Building Ambassador	Be in charge of your neighborhood! Reach out to registered Democrats in your neighborhood to inform them about candidates and issues, remind them to get to the polls, deliver signs to houses who want them, etc.	✓	✓		✓	✓	✓
Identifier of Guest Speakers	Ask contacts to be a guest speaker at a Democratic club/caucus meeting or event or be a speaker yourself!	✓	✓	✓	✓	✓	✓
Host for candidate volunteers	Provide a room in your home for campaign volunteers in your home (will be most needed Summer/Fall 2020)	✓	✓	✓	✓	✓	✓
Host (Watch Parties)	For political debates	✓	✓	✓	✓	✓	✓
Phone banker	Make phone calls, especially in the month leading up to the Primary and General Elections to Get Out the Vote (GOTV).	✓	✓	✓	✓	✓	✓
Poll Greeter	Stands outside the polls and welcomes people to the polls, hands out slate cards, and answers questions.	✓		✓	✓	✓	✓
Poll Watcher	Trained and supervised by the Supervisor of Elections (SOE) Office. Works inside polling locations during Early Voting and on Election Day to ensure all voting activity complies with election laws.	✓		✓	✓	✓	✓



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Precinct Captain	Locally elected (or appointed) representative of the Democratic Party for the precinct in which they live. Their primary role is to get the Democrats in their precinct to the polls. In addition, they are asked to build community among the Democrats in their precinct, recruit volunteers, register voters, enroll Democrats in Vote-By-Mail, etc.	✓	✓	✓	✓	✓	✓
Precinct Surveyor	Drive through the precinct and make a note of names and locations of gated communities, secured apartment buildings, and other gated complexes. Submit information to regional director.	✓		✓	✓	✓	✓
Preparer of Candidate Positions Summaries	Research and draft condensed summaries of candidate positions for distribution to phone bankers and canvassers to prepare them to answer questions. Summaries will be vetted by the candidate's campaign staff.	✓	✓	✓	✓	✓	✓
Recruiter of Gated Community/Secured Building Ambassadors	Use a prepared list of registered Democrat "super voters" to phone residents in order to identify a resident of those communities to serve as the Ambassador.	✓	✓		✓	✓	✓
Sign Deliverer	Deliver candidate/issue lawn signs to homes that want them.	✓	✓	✓	✓	✓	✓
Sign Maker	If you own, or have connections to someone who owns, a graphic design or printing business, help create and print lawn signs and road signs for campaigns and issues. (We will cover materials costs, but if we could find someone willing to donate or discount their services, that would be terrific. *Print shop must be unionized*)	✓	✓	✓	✓	✓	✓
Sign Waver	During Early Voting and on Election Day, stand outside your local polling location and wave candidate/issue signs.	✓		✓	✓	✓	✓



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Signature collector (Ballot Initiatives)	Canvass voters or work tables to obtain signatures on issue petitions for the 2020 ballot.	✓		✓	✓	✓	✓
Signature collector (Candidate petitions)	Canvass voters or work tables to obtain signatures on petitions to get candidate names on the ballot.	✓		✓	✓	✓	✓
Social Media Volunteer (Poster)	Further the exposure of the HCDEC by taking and posting (on FB, Twitter, Instagram, etc.) pictures of the Democratic events you attend and post them.	✓	✓	✓	✓	✓	✓
Social Media Volunteer (Digital Organizer Team)	Work with the Digital Organizing Team to engage voters and move them along the ladder of engagement by creating and/or sharing events, posts, tweets, etc. and recruit volunteers for our 2020 efforts.	✓	✓	✓	✓	✓	✓
“Souls to the Polls” Coordinator	Work with a place of worship whose membership may be disenfranchised by not having transportation to polling locations to determine who needs rides, when they are available to take advantage of a free ride to the polls, and find someone to take them at the requested day and time.	✓		✓	✓	✓	✓
Stuffer (Envelopes)	Work on bulk mail projects at the HCDEC Office. For some projects it may be possible to do these from home.	✓	✓	✓	✓	✓	✓
Stuffer (Literature Bags)	Candidate and issue-related campaign literature, slate cards, and other items are delivered in bulk to the HCDEC Office which must then be sorted for Districts and put into door-hanger bags for pick-up by canvassers. Similarly, it may be arranged for you to do this from home.	✓	✓	✓	✓	✓	✓
Street Leader	Be in charge of your street! Reach out to your neighbors who are registered Democrats to inform them about candidates and issues, remind them to get to the polls, deliver signs to houses who want them, etc.	✓	✓	✓	✓	✓	✓



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Text "Messenger"	Use a text messaging app to send reminders to vote, etc. The app is very easy to use, scripts & call lists are pre-entered. Your phone number is masked.	✓	✓	✓	✓	✓	
Trainer	Help the HCDEC Training Committee or your District Leader or Regional Director teach new volunteers (e.g. Voter Registration Forms, canvassing techniques, etc.)	✓			✓	✓	✓
Translator	Especially needed are Spanish speakers to assist with canvasses in predominantly Hispanic communities and for phone banking.	✓			✓	✓	✓
Voter Registration Volunteer (Nursing Homes/Retirement Communities)	Visit nursing homes/retirement communities to assist the elderly and infirm to complete Vote-By-Mail Enrollment Forms (and Vote Registration forms if needed).	✓			✓	✓	✓
Voter Registration Volunteer (Table Events)	Participate in Voter Registration events, particularly those listed on <a href="#">Mobilize</a> including tabling events at the Tax Collector's Offices, Libraries, and community events such as art fairs, fresh markets, or once-a-year gatherings such as Conga Caliente.	✓		✓	✓	✓	✓
Voter Registration Volunteer (Canvassing)	Participate in Voter Registration canvasses around the county. This involves walking so wear comfy shoes! They are listed on <a href="#">Mobilize</a> .	✓			✓	✓	✓