

# Deputy Campaign Manager

## ROBERT SMITH

Phone: (123) 456 78 99  
Email: [info@qwikresume.com](mailto:info@qwikresume.com)  
Website: [www.qwikresume.com](http://www.qwikresume.com)  
LinkedIn:  
[linkedin.com/qwikresume](http://linkedin.com/qwikresume)  
Address: 1737 Marshville Road,  
Alabama.

### Objective

10 years of administrative experience with a strong background in non-profits Accomplished community organizer with effective leadership skills Advanced IT knowledge with a specialty in voter/volunteer databases.

### Skills

Talent Management, Project Management, Curriculum Development, Teaching, Data Analysis, Recruiting, Content Creation, Written Communication, Interviewing, Editing, Excel.

### Work Experience

#### Deputy Campaign Manager

**ABC Corporation** - January 2014 - November 2014

- Provided direct support to campaign managers daily operations including canvassing, cold calling & rallying voters.
- Conducted administrative duties including typing memos, emailing, polling & hiring management staff.
- Coordinated & implemented fundraising operations for candidates.
- Result Candidate Bonds wins DC Council at large elections.
- Established notable relationships within the political community.
- Received a better grasp of community concerns & issues.
- Gained higher-ranking political campaign experience.

#### Deputy Campaign Manager

**Delta Corporation** - 2009 - 2014

- Supported the recruitment and management of 3 staff and 10 canvassers for a grassroots city council campaign.
- Researched and developed policy positions in conjunction with the candidate.
- Assisted with development of campaign literature, fundraising, canvassing and administrative duties.
- Designed and coordinated Election Day GOTV effort, including over 100 paid and volunteer campaign staff stationed throughout over 60 polling stations .
- Designed and coordinated campaign volunteer program; recruited, trained, and managed 26.
- Helped train and develop paid canvassing staff of over 50 members in GOTV canvassing tactics. Supervised various campaign and office systems and .
- Built and maintained extensive field campaign by recruiting volunteers to phone bank and canvass Prepared GOTV (Get Out The Vote) phases Strategized .

### Education

B.S. in Mass Communications - (Clark Atlanta University - Atlanta, GA)