

We're Hiring: Outreach and Training Specialist

Location: Pensacola, FL

Salary: \$41,600 – \$46,592 annually (\$20.00 – \$22.40/hr)

Are you passionate about public service and skilled in training? Join the Escambia County Supervisor of Elections Office as our next Outreach and Training Specialist!

What You'll Do:

- Coordinate election worker recruitment, orientation, and training programs.
- Lead the training team in developing and managing election worker training curriculum.
- Manage voter outreach and public education initiatives, tracking program effectiveness and reporting outcomes.
- Ensure compliance with election laws and office policies/procedures.

What We're Looking For:

- Bachelor's degree in Communications, Public Relations or related field (or equivalent experience)
- 2+ years of related experience
- Proficiency with Microsoft Office and Adobe Creative Suite or similar software
- Strong attention to detail and organizational skills
- Excellent communication and customer service abilities

Why Join Us?

- Make a difference in your community
- Work with a dedicated team
- Competitive pay and benefits
- Opportunities for growth and professional development

Requirements:

- Valid Florida driver's license (or ability to obtain)
- Incumbent is subject to being called to work evenings and/or weekends and is expected to perform election related duties, as assigned.
- Position requires attendance at community events and functions. Vehicles are available. Defensive Driving Course will be provided.

Ready to apply?

Send your cover letter, resume, and application to:

 vmizrahi@escambiovotes.gov

Or hand-deliver to: 213 Palafox Place, 2nd Floor, Pensacola, FL 32502

Escambia County Supervisor of Elections is an equal opportunity employer.