



Democratic Party of Denver's Reorganization Meeting (Re-Org)

Re-Org: An Overview

Saturday, February 12, 2011

12:00 pm Check In, Meeting From 1:00 pm to
6:00 pm

Place Bridge Academy

a/k/a Place Junior High School

7125 Cherry Creek North Drive

On February 12, 2011, the Democratic Party of Denver will meet for its bi-annual "Reorganization Meeting," at which officers and other leaders will be elected by the Democratic Party of Denver's "Central Committee." The Central Committee is composed of all Precinct Committee People (generally known as "PCPs"), as well as the County Officers and Captains At Large (CALs), and Democratic elected officials who live in the City and County of Denver.

How It Works

County Party Elections

At the County level, the Central Committee elects a new County **Chair**, County **Vice-Chair**, **Secretary** and **Treasurer**.

Senate District and House District Elections

First, under Colorado law, the Democratic Party of Denver must elect a number of officers and representatives from the full State House Districts and State Senate Districts. This is to ensure that the party nomination and party primary process has a structure that matches up with elected officials' districts at the State of Colorado level.

First, the All Precinct Committee People and Sub District officers for the entire Senate District vote to **elect a Senate District Chair, Senate District Vice-Chair and Senate District Secretary.** Although these positions do not have day-to-day "party" organization responsibilities, they do have a very important role to play in the primary election process. The Senate Chair, Vice-Chair and Secretary preside over the Senate District Assembly every two years. If there is a primary for the Democratic nomination to the Senate seat, this Assembly votes to nominate candidates to the primary ballot (candidates can also petition onto the ballot).

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Which Districts do YOU live in? Visit www.DenverDemocrats.net and click on "Find Your Precinct" in the upper left corner.

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In addition, each Senate District at the Reorganization meeting will also establish a **Vacancy Committee** -- generally composed of Precinct Committee People, Sub District and district officers, and any Democratic elected officials, including party officers, who live in the District, and any others required by law. This Vacancy Committee potentially has substantial power -- if a Democratic state senator leaves his or her position, this committee meets to elect a replacement **directly** to the State Senate. The Senate Chair, Vice-Chair and Secretary are also responsible for organizing and presiding over this vacancy meeting.

Next and similarly, the **State House Districts** will meet to elect a **Chair, Vice-Chair and Secretary**, and to establish a **Vacancy Committee** to elect a new State Representative in the case a Democratic State Representative leaves his or her post between elections. (If a State Senate or House District covers **more than one county**, we coordinate this meeting with the other county. Typically multicounty districts meet at the same time as the Denver Re-Org, with the exception of Senate District 31.) The State House District officers have the same responsibilities for the House District as the Senate District officers do for a Senate District.

The House Districts also elect representatives to Colorado Democratic Party committees at the state level -- the **State Rules Committee, Platform Committee and Credentials Committee**, which play the same role, state-wide, that the County committees of the same names play at the Denver party level. The House Districts also **elect a representative (or two) to the State Executive Committee** (a smaller group than the State Central Committee, focused on administrative matters), and **a representative to the U.S. Congressional District One Central Committee**. The Congressional District committee acts to organize the Congressional District (CD1) Assembly (and Convention in Presidential elections), and typically acts as the Vacancy Committee for CD1. Because the Colorado Democratic Party's committee structure is based on the elections from House Districts, the Senate Districts do not elect separate representatives to state party committees.

House "Sub District" Elections

Finally, because the Democratic Party of Denver is organized at a smaller level on the basis of State House of Representative "Sub Districts," **the Sub Districts will then meet to elect their own officers**. The County Party divides each House District geographically into two sub districts, A and B. For example, you may hear that someone lives in House District 7A, or "HD7B. "

At the Reorganization Meeting each Sub District will elect a **Sub District Captain and Co-Captain**, who will have responsibility for organizing the monthly

meetings of the Sub District, coordinating local fundraising, “Get Out the Vote” efforts, etc. The Captain and Co-Captain of each Sub District appoints a **Sub District “Finance Chair,”** who has responsibility for keeping track of funds raised by the Sub District, making appropriate campaign finance reports, causing the Sub District to pay its County Party dues each year, and keeping the Sub District involved in larger scale County Party fundraising.

The Captain, Co-Captain and Finance Chair of each Sub District are also members of the Denver Democratic Party Executive Committee, which the County Chair and officers convene each month to consider county wide policies, initiatives, fundraising and other activities.

The Sub District also elects a Sub District representative (or two, depending) to the State Party Central Committee, the legislative body of the state party, which meets once or sometimes twice a year.

Once elected, each Sub District Captain appoints Sub District representatives to other Denver-wide party committees. The representatives appointed by the Captain include:

- **Sub District representative(s) to the County Rules Committee,** which reviews and revises the County rules, and resolves rules disputes in the primary process amongst Democratic candidates, etc.;
- **Sub District representative(s) to the County Platform Committee,** which every two years prepares a County Party platform, which is forwarded up to the Colorado Democratic Party Platform Committee for consideration in the state-wide platform process;
- **Sub District representative(s) to the County Credentials Committee,** which considers disputes over who is a proper member of the County Central Committee, and other “qualification” disputes;
- **Sub District representative(s) to the County Diversity and Outreach Committee,** which plans ways to expand the party through ethnic, economic, age, and gender diversity.

As you can see, these “Sub District” elections and appointments are the backbone of the Democratic Party of Denver structure. On the next page is a chart of all of the elections discussed herein.

Democratic Party of Denver's "Re-Org" Meeting: *An Overview*

Summary Chart of Reorganization Meeting Elected Positions

Democratic Party Jurisdiction	Positions To Be Chosen
City & County of Denver	<p>Elected:</p> <ul style="list-style-type: none"> • Chair • Vice Chair • Secretary • Treasurer <p>Appointed:</p> <ul style="list-style-type: none"> • Assistant Secretary (by Secretary with Chair approval) • Assistant Treasurer (by Treasurer with Chair approval) • 12 Captains At Large (by Chair)
Senate Districts	<p>Elected:</p> <ul style="list-style-type: none"> • Chair • Vice-Chair • Secretary <p>Also establishes Vacancy Committee.</p>
Multi County House and Senate Districts	<p>Separately-established central committee and meeting – however for those in Denver County, they usually take place at the same time and place as Denver’s Re-Org.</p>
House Districts (A and B together)	<p>Elected:</p> <ul style="list-style-type: none"> • House Chair • House Vice-Chair • House Secretary • Representative to State Rules Committee • Representative to the State Platform Committee • Representative to the State Credentials Committee • Representative(s) to State Executive Committee • Representative to State Congressional District 1 (CD1) <p>Also create the Vacancy Committee.</p>
House Districts A & B (Sub-District)	<p>Elected:</p> <ul style="list-style-type: none"> • Captain (also member of County Executive Committee) • Co-Captain (also member of County Executive Committee) • Representative(s) to State Central Committee <p>Appointed (by Captain, Co-Captain, or elected by the body)</p> <ul style="list-style-type: none"> • Finance Chair (also member of County Executive Committee) • Representative to County Rules Committee • Representative to County Credentials Committee • Representative to County Permanent Organization Committee • Representative to County Party Platform Committee <p><i>Optional but Important:</i></p> <ul style="list-style-type: none"> • Representative to County Fund Raising Committee • Representative to County Get Out the Vote Committee • Representative to County Diversity and Outreach Committee • Representative to County Public Policy Committee • Voter Action Network Point Person (VAN, needs some technology skills)

JOB DESCRIPTIONS

Now that you understand how it all works, where do you want to get more involved? PCPs are elected at Caucus, as described herein, but if there is a vacancy in your precinct you can always contact your Sub District Captain and apply to be appointed. You may also be interested in one of the Democratic Party of Denver's current committees, which are described below, or just staying tuned for event-specific volunteer opportunities. The County Chair also designates a Captain at Large to head up these committees – if you are interested, stay tuned at or after Re Org to find out how to submit your application:

STANDING COMMITTEES. One member per Sub District is elected by the body at Re Org, or it defaults its committee representation.

- The **RULES COMMITTEE** is a grievance committee when there is a challenge to the results of an election, be it of a PCP at Caucus, or a member elected at Re Org.
- The **CREDENTIALS COMMITTEE** is responsible for seating delegates to the Denver County Central Committee meetings, the Denver County Assemblies and the Denver County Convention.
- The **PERMANENT ORGANIZATION COMMITTEE** establishes the rules for the conduct of the Denver County Assemblies and the Denver County Convention.
- The **PLATFORM COMMITTEE** prepares suggested platform planks for review at Caucus and then, post-Caucus, **assembles** the suggested planks and other recommended planks from each precinct into the proposed County Party Platform.

OPTIONAL BUT SHOULD BE APPOINTED RE ORG: To make sure demographically we get County wide representation, the following Committees shall be each composed of at least one member from each Sub District, appointed by the Captain and Co-Captain of the respective Sub District:

- The **FUND RAISING COMMITTEE** oversees and organizes countywide fund raising events including the annual dinner, annual picnic, Century Club exclusive events, and other fundraising activities.
- The **GET OUT THE VOTE (“GOTV”) COMMITTEE** oversees all field operations of the County Party including any organized plans for canvassing, phone banking, and any other voter education activities.
- The **DIVERSITY AND OUTREACH COMMITTEE** organizes events to reach out to different neighborhood organizations and ensures we have a presence at a variety of diverse events throughout Denver, including but not limited to, the Cinco de Mayo and Black Arts festivals.

OTHER CURRENT COMMITTEES or POINT PEOPLE:

- The **PUBLIC POLICY COMMITTEE** works with legislators to motivate and educate Denver Democrats on current and pressing legislation at the municipal, state, and national levels. The committee also organizes educational forums on a variety of topics throughout Denver.
- A **VOTER ACTION NETWORK POINT PERSON** (needs some technology skills) is appointed in each house district to help maintain and track voter contact information for our internal database. This person may also help maintain the house district’s page on the county party’s website.

The rest of this booklet contains detailed job descriptions for PCPs, Sub District Leadership, and each elected Party Officer position. Be sure to fill out the form if you're interested, mount your campaign, and RUN at Re Org on February 12th!



PRECINCT COMMITTEE PERSONS

A Precinct is the smallest political unit in the United States, and the cornerstone of the Democratic Party.

Precinct Committee Persons, which you may hear referred to as **PCPs**, are duly elected officers of the Democratic Party of Denver, and are elected at the Democratic Caucus (February or March of even numbered years) for a two-year term.

In 2010 Denver had 429 precincts. That number will likely change with redistricting this year¹, but with two PCPs per precinct, that is over 850 slots to fill! Any registered Democrat is eligible to be a PCP in the precinct where she/he lives, as long as they are willing to do the work. As of this writing, The Democratic Party of Denver has only 623 Precinct Committee Persons, so if you are interested in having a VOTE at the Reorganization Meeting, contact your current Captain or Co-Captain ASAP and apply for the job.

Primary Duties

The PCP's primary role is to work together; serve as the connection between the Democratic Party the voters and our Democratic elected officials; and to represent their entire precinct within the Party. Each PCP is a member of the Denver Democratic Central Committee, and their responsibilities include:

1. Attend all meetings of the Denver Central Committee and your Sub District, unless properly excused
2. Support nominees of the Democratic Party and educate voters about the Democratic Party, its nominees, and Democratic issues
3. Recruit and maintain contact with precinct volunteers to assist with GOTV and other Democratic Party activities, by walking door-to-door in your precinct, phone banking, and/or organizing informational gatherings
4. Distribute and/or supervise the distribution of Party literature within your precinct
5. Direct Democratic Party of Denver activities within your precinct
6. Contact Democrats in your precinct with the time, place and date of the precinct Caucus
7. Provide all voter information to your Sub District captain, co-captain or GOTV or VAN point person as designated

¹ Redistricting is every 10 years, and occurs the year after the United States Census.



House Sub District Finance Chair

A Finance Chair shall be appointed by the Captain and Co-Captain of each Sub District at or after each Reorganization. If the position of Finance Chair is vacant for ninety (90) days, the Chair may fill the vacancy. The Finance Chair shall have a vote on the Executive Committee.

Each Finance Chair:

1. Sits on the Finance Committee and attends all meetings of the Central, Executive, Finance and District Committees
2. Keeps the financial records for the Sub District and files financial reports with the County Treasurer and House District Captains as requested, including concise records of donations and disbursements
3. Assists in developing, implementing and reporting on Sub District fund raisers
4. Provides advice as to financial resources available for Get Out the Vote (GOTV) and other outreach efforts
5. Works with the County Treasurer to draft the County Party's annual operating budget
6. Supports County Party fund raising efforts, ensuring good Sub District representation



SUB-DISTRICT LEADERSHIP - EXECUTIVE COMMITTEE

The Democratic Party of Denver uses the division of the State House Districts to manage the activities of the county. There are nine (9) in the City and County of Denver. In turn, each is further divided into two Sub Districts, A and B, to make County tasks more manageable. This gives Denver 18 subdivisions to help with Party organization. Each Sub District has an elected Captain and Co-Captain, who together appoint a Finance Chair. These 64 positions then serve as the Party's Executive Committee, which currently meets the second Tuesday of each month. At these meetings, information is relayed by the Officers and Captains at Large (which head up such county-wide activities as Fund Raising, Get Out the Vote, Diversity and

Outreach, Public Policy, and Technology) to the Executive Committee, who then are responsible for relaying the information to their sub districts. The EC also adopts an annual operating budget; brings and/or votes on Party resolutions; and formulates and discusses issues pertinent to the future success of the County Party.

SUB-DISTRICT CAPTAINS AND CO-CAPTAINS

Each House Sub District elects a Captain and Co-Captain, who are members of the County Executive Committee and attend its monthly meetings, as well as the Central Committee, which meets approximately twice each year. Each Sub District must create a 2 year plan for successfully achieving County Party targets or milestones, for the following:

- Caucus attendance
- District and County Assemblies
- Filling all Precinct Committee Person (PCP) positions (2 per precinct)
- Training PCPs
- Achieving Get Out the Vote (GOTV) and outreach goals

Additional duties of the Captains/Co-Captains, along with or in addition to the above, are as follows:

1. Appoint a Finance Chair to be responsible for sub-district fiscal matters
2. Recruit and train two (2) PCPs per Precinct to conduct GOTV and Caucus activities and engage party activists within their precinct (elected at Caucus or appointed as needed by the Chair)
3. Plan and conduct District or Sub District meetings of active Democrats, including PCPs and other volunteers
4. Along with the Finance Chair, raise funds to cover annual assessments due to the County Party (currently \$1,000 each District per calendar year), plus the costs of Sub District activities
5. Along with the Finance Chair encourage local Democrats to join the Century Club for \$100 per year
6. Plan, manage and conduct District and Sub District GOTV efforts during each election cycle, and outreach and recruitment of additional members while not in an election year
7. Coordinate Party campaign activities with Democratic candidates residing and running in your House or Senate District
8. Communicate Party, campaign and candidate information to all PCPs, volunteers and other Democrats in your Sub District, especially if they are unable to make your monthly meetings
9. Be responsible for creating or finding someone to create Party "marketing" materials and keep the County Party Website, Facebook, Twitter, and/or other media outlets, updated as to Party activities
10. Appoint a Voter Action Network ("VAN") Point Person, with some technical skills, to oversee and be responsible for the use of database voter information, used to assist PCPs and other volunteers to produce walk, call and canvass lists and make voter contact, and to keep updated to assist future efforts
11. Appoint other volunteers to various County Party committees as specified by Colorado law and Party rules, to ensure demographically supported representation across Denver, e.g. to the Fund Raising Committee, Rules & Credentials, and/or Public Policy, to name a few.
12. Promote events and encourage attendance to all Democratic functions, official and social, GOTV, etc.



COUNTY TREASURER

The County Treasurer is the fourth elected officer of the Democratic Party of Denver and its Chief Financial Officer. In addition to demonstrated leadership skills, additional position requirements include the ability to organize and lead task oriented groups of volunteers; knowledge of accounting and financial management practices, tools and techniques; and familiarity with computer based accounting systems (we use Quick Books), spreadsheet and database information management systems.

The Treasurer is responsible for 1) overseeing every dollar coming in or going out of the Party; 2) any and all reporting stemming therefrom; and 3) ensuring that all funds raised and

expenditures made comply with the Party rules, state and federal laws. The Treasurer may appoint an additional officer to assist.

Treasurer duties specific to the Democratic Party of Denver include:

Being the financial liaison to the Colorado Party, Clerk & Recorder, Secretary of State, municipal, state and federal taxing and licensing agencies, IRS, etc., overseeing the filing of all Party financial reports of contribution and expenditures of money pursuant to state and federal laws and reporting requirements

Being the financial liaison to the Executive and Central Committees, overseeing the development of the Party's financial policies and ensuring training, observation and compliance by all members

Presiding over the Finance Committee, comprised of the sub-district Finance Chairs, and running meetings related thereto, including the development and preparation of an annual budget.

Comparing actual revenues and expenses incurred against the annual budget and ensuring transparency for fiscally related requests, e.g. providing updates and/or access to donations received to ensure we are efficient and effective in our fundraising efforts.

Keeping the officers regularly informed of key financial events - income, debt, large donations, upcoming expenditures, candidate income, etc.

Signing checks and establishing policy and procedures for reimbursement to vendors and DPOD members, monitoring in-kind donations, taxable income, and unplanned expenditures.

Contributing to and overseeing the Fund Raising Committee, ensuring sufficient funds are raised compliantly to meet the annual budget needs.

Time Commitments

- Attend Monthly Officer planning Meetings
- Attend monthly Finance Committee Meetings
- Prepare monthly financial statements for distribution to Executive Committee members
- Attend Monthly Executive Committee meetings
- Weekly contact the Assistant Treasurer to review financial matters, assign tasks and gauge the status of financial and fund raising activities of the County

ASSISTANT TREASURER

The Assistant Treasurer is appointed by the Treasurer in conjunction with the County Party Chair, and should be prepared to take responsibility for Party leadership as one of six County Officers. In addition to "assisting the Treasurer in all designated duties," as an honorary officer the Assistant Treasurer should expect to carry out the tasks and duties assigned to by the County Party Treasurer. This division or assignment of duties will depend greatly on the skill sets, interests and time availability of you and the Treasurer.



DENVER COUNTY SECRETARY

The Secretary is one of four officers elected at ReOrg. Along with the two appointed officers (Assistant Secretary and Assistant Treasurer), these six officers are each expected to provide leadership, represent the County Party at official events, meetings, rallies, etc., help guide Denver Democrats to become active or more active, take on responsibility and leadership roles, and maintain mutual communication from volunteers and PCP's on up. This role can change considerably based on the needs of the organization, as determined by the Chair, and is largely dependent on the particular skills and goals of the person elected. The official duties of the Secretary are to:

- Be responsible for collecting the minutes of all Central Committee and Executive Committee meetings and collect minutes for each sub-committee meeting
- Be responsible for coordinating all volunteer work and distribution of party communications
- Appoint an Assistant Secretary as an officer to assist in all designated duties

In the past several years, the role of Secretary has also included the following:

- Maintaining the official membership lists of the Central Committee and Executive Committee, resulting from ReOrg, Caucus, Assemblies, and intermittent appointments and resignations;
- Welcoming new PCPs and providing orientation materials;
- Drafting and distributing a weekly e-mail newsletter to include County party status reports and an ongoing calendar of upcoming Party events and deadlines;
- Providing tools for organizing and activism on the website, including posting public election resources, candidate and elected official information;
- Serving as the media point person and elevating the profile of the Party through press releases that highlight Party accomplishments and reporting on elections, stances, resolutions, forums, meetings, Caucuses, Assemblies, events, fundraising goals, etc.;
- Assisting with district-level communication by helping with and training others to use bulk e-mails and press releases for district events and news;
- Helping to coordinate and communicate notice and official calls for Central Committee Meetings (two per year), Executive Committee Meetings (each month), Assemblies (every two years) and Conventions (in presidential election years);
- Track and post noteworthy stories on the website about local and state Democratic elected officials, and post speeches, releases, and news from the Whitehouse and Obama administration;

As you can expect, the amount of time it takes to maintain the website, report on current Party events, and wade through the vast amounts of email and phone communications can lead one to spend huge amounts of time. Generally, however, depending on how the six County Officers choose to divide responsibilities, and the number of and strength of the 12 Captains at Large and additional volunteers, the requested commitment should average about 10-15 hours per week, with more at busy times such as during Caucus and Assembly.

ASSISTANT SECRETARY

The Assistant Secretary is appointed by the Secretary in conjunction with the County Party Chair, and should be prepared to take responsibility for Party leadership as one of six County Officers. In addition to "assisting the Secretary in all designated duties," as an honorary officer the Assistant Secretary should also be a good leader, and able to focus on building, strengthening, and diversifying the Party, participating and advising committees, attending House District meetings beyond their "home" district, helping to promote the Party's principles and values, and helping to mobilize Democrats to actively involve themselves in supporting Democratic candidates, issues, and ideals.



DENVER COUNTY VICE CHAIR

The County Party Vice Chair is the Chair's main support, and can be as much the face of the Party as the Chair. The description for this position, as stated in the party rules, is to "assist the Chair in all duties; preside at any meeting of the Central and Executive Committees in the absence of the Chair; and perform other duties as requested by the Chair."

However, the Vice Chair, along with the other Officers, is also expected to provide independent leadership, actively participate in the ongoing development of planning and vision for the Party, and support its internal structures as needed. The Vice Chair

should positively represent the County Party at official events, meetings, rallies, etc., help guide Democrats in Denver to activate and take on responsibility and leadership roles, and maintain an open and transparent communication, from the Officers on down to the PCP's and other volunteers.

Vice Chairs in the past have also done any or all of the following:

- Work with internal committees, other county parties, the state party, or other external entities to foster communication and collaborate to further Democratic values and leadership in Denver County
- Understand the Party structure, know the Party rules and be able to answer questions on its behalf, and participate in marketing efforts to ensure continuity and increased participation
- Strategize, participate in and oversee County fund raising efforts, including independently making personal, higher dollar asks
- Strategize, support and implement Get Out the Vote efforts
- Foster inclusiveness and diversity within the County Party
- Respond to media requests in the event that the County Chair (or other press support) is unavailable
- Serve, as agreed upon with the Chair, as an Officer liaison or person accountable for various County Party committees
- Provide support to Senate District, House District and Sub District leaders
- Help find and support future candidates

Ideal Qualifications:

- Able to manage, lead, and speak to large groups of people (groups/meetings may range in size from 3 people to 400)
- Experience with the media and social networking
- Strong organizational, communication and time management skills
- Willingness to continually learn and develop leadership skills
- Excellent management skills, with the proven ability to delegate to and empower others, and foster a sense of team and community

Time Commitment:

- Monthly Executive Committee meetings
- Monthly Officer and/or Captain-At-Large meetings, and other internal Committee meetings
- Annual meetings such as Central Committee meetings, State Central Committee meetings, Caucuses, Conventions and Assemblies
- Represent at as many events, meetings, rallies, candidate forums, etc. as possible
- Provide training and messaging, where necessary, of Party surrogates
- Respond to large amounts of email or telephone calls, and help man County Party headquarters as needed

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DEMOCRATIC PARTY OF DENVER CHAIR

The County Party Chair is the face of the party, and should provide vision and leadership for the strategic direction of the party. Along with the Vice Chair, Secretary, Treasurer, Assistant Secretary and Assistant Treasurer, it is up to the Chair to ensure each is willing, able and does provide leadership, represents the County Party at official events, meetings, rallies, etc., helps guide Denver Democrats to become active or more active, takes on responsibility and leadership roles, and maintains mutual communication from the Officers on down to PCP's and volunteers.

Main objectives:

- Fill Party offices and positions with energized and responsible Democrats
- Build community within the Party
- Liaise between Denver County and the State Party, and Denver County and other counties
- Build and strengthen the Party organization by working with Sub District Captains and Co-Captains to fill Precinct Committee People vacancies, and provide training and development, etc
- Improve the public perception of Democrats and maintain a positive outlook
- Find, nurture, train and support future Denver County candidates
- Maintain financial stability, during the two year term and for the future, including overseeing high dollar fund raising and ensuring a balanced budget
- Create committees endemic to the operation of the County Party and appoint leaders thereto, for example for Fund Raising, Get Out the Vote, Public Policy, Diversity and Outreach, Technology, and ensure administrative continuity from meeting to meeting and year to year
- Register Democrats and get them to vote

Additional general are as follows:

- Carryout all duties as outlined in the State and County Party Rules, as well as by statute, resolution or directive
- Prepare agendas with the other officers and CALs and chair all meetings
- Oversee the work of the office staff, volunteers and/or Director of Operations
- Be a member of the State Executive Committee, State Central Committee, and all County party committees, and attend meetings accordingly
- Be the County Party's media spokesperson
- Assume tasks, projects and responsibilities as necessary for Denver or within the State Party

Ideal Qualifications

- Excellent organizational skills including an ability to develop and implement short-term and long-term strategic plans, and excellent management skills including an ability to delegate to and empower others in order to create a sense of team and community
- Accept and provide constructive criticism to build upon what works and solve what doesn't
- Extreme patience, and a good sense of humor

Time Commitment

- Cause to be organized and attend monthly Executive Committee meetings and other monthly planning meetings
- Cause to be organized and attend annual meetings such as Central Committee meetings, State Central Committee meetings, Caucuses, Conventions and Assemblies
- Be generally available or designate times wherein you will be able to respond to email or telephone calls as needed