



**Organization:** [Democracy North Carolina](#)  
**Position:** Deputy Director  
**Location:** Morrisville, NC (Hybrid)  
**Hiring Range:** \$99,000-\$110,000  
**Priority Deadline:** April 30, 2026

### **Organization Overview**

Democracy North Carolina (Democracy NC) works to strengthen democratic structures, build power in disenfranchised communities, and inspire confidence in a transformed political process that works for all. Through grassroots organizing, policy advocacy and research, and strategic communications, the nonpartisan organization aims to protect and advance voting access, ensure fair representation, and increase the participation of those historically underrepresented in the political process, especially people of color. For 33 years, this 501(c)3 nonprofit (and its predecessor, Democracy South) has taken on powerful institutions and politicians, regardless of party, and promoted reforms that expand public involvement in civic life. Democracy NC works closely and in coalition with reform-minded local, state, and national partners to achieve the policy outcomes and grassroots participation necessary for a just and equitable democracy.

### **Position Overview**

Reporting to the Executive Director (ED), the Deputy Director plays a key leadership role supporting the ED in strategic planning, and leading and coordinating key aspects of our programming. The Deputy Director will have both internal and external facing responsibilities, overseeing the intersection of research, policy, election protection and organizing programs and cross-departmental projects and campaigns. The Deputy Director will work closely with the Executive Director to chart Democracy NC's future growth and strategic response to the external political environment regarding voting rights and expansion of the electoral franchise.

This position serves on the organization's leadership team and is based in Morrisville, NC. We currently operate under a hybrid model, with the expectation to be in the office at least 2 days per week.

## **Responsibilities**

### Program Oversight, Project Management and Partner Relations

- Lead and adjust strategies needed to integrate our research, advocacy, election protection and organizing programmatic work.
- Provides support in legislative or administrative advocacy, ensuring organizational advocacy efforts are aligned with organizational goals and complementary of partners.
- Oversee the development and implementation of programs (including Young Adults and Nonprofit Voter Engagement), projects and campaigns.
- Evaluate program impact through project management tools, structures and processes.
- Develop and maintain strong relationships with partners in the movement-building ecosystem, and with key stakeholders.
- Represent Democracy NC in collaboration spaces, industry-group conferences, and other public venues.
- Coordinate with all departments to ensure alignment of programmatic efforts with organizational objectives.
- Provide regular updates to the Executive Director and the Board on programmatic challenges and opportunities.
- Serve as staff liaison to the Board Program Committee.

### Strategic Planning and Implementation

- Develop thought leadership around specific issues/emerging practice areas.
- Partner with the Executive Director and program directors to develop and implement strategic plans and organizational goals.
- Collaborate closely with the Executive Director to ensure organizational strategies are reflected in programmatic goals and activities.
- Work with the Development Director to identify and pursue relevant grant opportunities.
- Identify best practices and improve internal systems with an eye toward future needs and budget realities.

### Supervision and Operational Management

- Supervise and evaluate Policy Director, Organizing Director, Organizing Program Managers (Nonprofit and Direct Service Engagement and Young Adult Engagement).
- Provide leadership, guidance, professional development opportunities and support for direct reports to foster a high-performance work environment.
- Assist in the preparation of annual budgets, tracking revenue and expenses related to programmatic work.
- Work closely with the Executive Director and Development Director to support organizational fundraising and development needs. Among other duties, contributes to RFPs and supports the preparation of funder facing documents and reports.
- Perform additional duties assigned by the Executive Director to ensure the overall success and sustainability of the organization.

### **Qualifications**

- Minimum 7-10 years' senior-level experience in nonprofit programmatic work.
- Minimum 3 years' supervisor experience, with responsibility for evaluating and developing staff.
- Proven experience in nonprofit project management with a track record of successfully developing strategies, managing budgets, and implementing programs.
- Experience in grassroots community organizing, and planning/implementing issue-based campaigns.
- Knowledge of North Carolina election laws with experience in policy analysis and/or advocacy.
- Proficiency in Google Suite, Zoom, Slack and project management software.
- Bachelor's degree or equivalent experience. A master's degree in public administration, public policy or law degree is a plus.
- Experience working in a unionized environment, a plus.

### **Skills**

- Strong interpersonal and communication skills with the ability to build and maintain relationships with staff, board members, and coalition partners.
- The ability to think strategically and execute with precision.

- Collaborative, positive, and results-oriented with a commitment to continuous improvement.
- Strong organizing, budgeting and time management skills with the ability to execute varied tasks while responding to multiple priorities.
- Ability to handle sensitive and confidential information with discretion.
- Demonstrated mature judgment, problem solving approach to challenges.
- A commitment to the mission and values of the organization, belief in pro-democracy advocacy and reforms, and ability to work with diverse groups of people.
- Demonstrated commitment to racial justice and anti-racism in North Carolina and the South.
- Ability to keep calm under pressure.
- Proven ability to work effectively, flexibly, and with a sense of humor.

## **Salary and Benefits**

- Annual Salary of \$99,000 to \$110,000 based on experience

## **Benefits**

- Medical, dental, and vision insurance with 100% employee premium coverage and 50% premium coverage for domestic partner/spouse and/or children
- Health Reimbursement Arrangement for out-of-pocket medical, dental, and vision expenses up to \$2,200 per household per year
- Employer-provided life insurance and ADD
- 30 days PTO, 9 paid holidays + 1-week office closure at the end of the year
- 403(b) retirement option with employer contribution
- Individual and team professional development opportunities
- Casual, flexible work environment with a commitment to employee wellbeing and work/life balance, currently operating as hybrid in-person/remote
- For specific questions about Democracy NC's benefits, please contact Hannah James (People and Culture Manager) at [hannahj@democracync.org](mailto:hannahj@democracync.org)

## **How to Apply**

Please send the following to [jobs@democracync.org](mailto:jobs@democracync.org) with the subject line "Deputy Director:"

- Cover letter with an overview of your professional background and interest in the position
- Resume
- In your email, please share how you first learned about this position

## **Hiring Process**

- Applications will be reviewed on a rolling basis with a priority deadline of **April 30, 2026**. The role will remain open until filled.
- Applicants whose skills and qualifications most closely match the needs of this role will be invited to interview with Democracy NC staff.
- Job offers are contingent upon successful completion of reference and background checks. Only prior convictions that risk the safety of our staff or the security of the organization will be considered disqualifying.
- Should you require any accommodation during the application process, please contact Hannah James (People and Culture Manager) at [hannahj@democracync.org](mailto:hannahj@democracync.org) and we will work with you to meet your accessibility needs.

Democracy North Carolina is a unionized workplace represented by the [Communication Workers of America](#). As a management position, the role of Deputy Director is not union-eligible and therefore not subject to the terms of a collective bargaining agreement.

*Democracy North Carolina is an equal opportunity employer committed to workplace equity through ongoing learning, discussion, investment in training, and continual recommitment to [our core values](#). Our organization considers applicants equally of race, color, creed, religion, sex, national origin, ability, marital status, age, gender, gender identity, sexual orientation, or prior record of arrest or conviction. We seek a workplace that reflects and embraces the full range of the nation and state's diversity.*