



Political Assistant

Location: Minneapolis

Type: Full-time, Cycle position through November, 2026

Department; Reports to: Political; Regional Political Director/ Political Director

Compensation: Starting at \$4,000/mo

Overview: Minnesotans for Klobuchar is hiring multiple full time Political Associates to support the campaign's political and outreach efforts. This role will work closely with Regional Political Directors and the Political Director to help activate local supporters, build relationships with volunteers, provide visibility for the campaign, assist with event planning and execution, and provide day-to-day political and administrative support to the campaign.

This is an ideal role for someone who is organized, people-focused, and excited to be on the ground helping a statewide campaign connect with communities across Minnesota. The ideal candidate cares about politics as a way to improve people's lives and is eager to learn in a fast-paced, team-oriented campaign environment built to win.

Key Responsibilities:

Relationship Building & Outreach

- Serve as a friendly and professional point of contact for community members and volunteers engaging with the campaign.
- Help identify opportunities for community visibility, local engagement and participation in campaign activities.
- Staff campaign participation in parades and community events to engage supporters and increase the campaign's visibility in the region.
- Recruit, train, and manage volunteers.
- Coordinate and execute the distribution of campaign materials including lawn signs, literature, and other materials across the state.

Event Planning & Execution

- Assist in planning and staffing campaign events including candidate appearances and community events such as picnics, rallies and parades.
- Draft event memos and briefing materials for the candidate and senior staff with guidance and supervision.
- Support event production and logistics such as venue coordination, RSVPs, staffing plans, and run-of-show documents.

- Help ensure events are well-organized and welcoming for supporters, volunteers and partners.
- Represent the campaign professionally at events and meetings.

Political & Administrative Support

- Support the Regional Political Directors and Political Director with research, tracking stakeholder engagement, and maintaining political contact lists and databases.
- Prepare call sheets, meeting notes, and follow-up materials.
- Assist with implementation of regional political strategy as directed.
- Perform other political and campaign-related duties as assigned.

Qualifications:

- 1-3 years of experience in public engagement, customer service, campaigns, organizing, or community work (of equivalent volunteer experience).
- Strong interpersonal and relationship-building skills; comfortable engaging with people from a wide range of backgrounds and viewpoints.
- Clear written and verbal communication skills.
- Highly organized with strong attention to detail and the ability to manage multiple projects at once.
- Commitment to the mission and values of the campaign – to bring people together and improve the lives of Minnesotans.
- Previous public engagement, political, or community organizing experience a plus.
- Ability to work evenings and weekends as required by campaign schedules.
- Based in Minnesota or willing to relocate for the duration of the campaign.

Desired Attributes:

- Strong Minnesota roots and an eagerness to learn more about communities across the state.
- Positive attitude and strong work ethic.
- Outgoing and comfortable meeting new people and helping activate supporters.
- Attentive to people's needs, and wants to serve as a joyful ambassador for the team.
- Flexible and adaptable in a fast-paced environment.
- Discreet, professional, and politically curious.
- Team player who takes direction well and is eager to grow and learn.

Compensation & Benefits:

Compensation for this position starts at \$4,000/month. Employees are paid on the 15th and last day of each month and receive a competitive benefits package including health care.

To Apply:

Interested candidates should apply by completing the questions and resume submission [at this link](#). Applicants will be reviewed on a rolling basis until filled.

We are committed to making our hiring process accessible. If you need assistance or an accommodation to apply, please email hring@amyklobuchar.com