## **Broward DEC Area Leader Job Description**

#### **Broward DEC Bylaws:**

## SECTION 1 Definition of Area and Qualifications for Area Leaders:

- 1.1 Definition of the Area: The Chair, with the advice and consent of the majority of the elected officers shall divide the County into not less than ten (10) Areas of contiguous precincts as compact as is practicable.
- 1.2 Qualifications for Area Leader: Any member of the DEC in good standing.

#### **Area Leader Overview**

Area Leaders serve two-year terms and are elected by precinct committee members within their designated areas and play a crucial role in strengthening the DEC's presence across Broward County by engaging with Democrats and like-minded citizens in their communities.

Area Leaders must be committed, energetic, and passionate Democrats who can dedicate at least **20 hours per month** to their responsibilities.

As the public face of the Broward Democratic Party in their respective areas, Area Leaders represent the Broward DEC within their communities.

Area Leaders are responsible for organizing outreach efforts, recruiting volunteers, and fostering engagement at the grassroots level.

Area Leaders are expected to actively participate in party activities, including attending scheduled trainings, organizing area meetings, and ensuring the overall growth and effectiveness of the DEC in their region.

Campaign and political consultants are strongly discouraged from applying as Area Leaders due to potential conflicts of interest between candidates and the BDP. Votes on endorsements or management may not be recognized for those found to have conflicting interests.

After election, all Area Leaders will be required to sign a disclosure agreement and report to the Chair any potential or perceived conflicts of interest.

## **Key Responsibilities**

- **Precinct Committee Management:** Support and oversee precinct committee members within the area.
- Voter Engagement & Outreach: Lead efforts in voter registration, community outreach, and engagement initiatives by engaging with democrats and like minded people at community events, hosting Open Houses, organizing phonebanks, and canvassing.
- **Quarterly Area Meetings:** Work with local Clubs to organize and facilitate meetings with precinct committee members and community stakeholders.

- **Recruitment & Training:** Identify, recruit, and train Democrats in voter outreach strategies.
- Volunteer Coordination: Manage a team of Precinct Committee Members and other Democratic volunteers.
- **Tracking & Reporting:** Accurately monitor and report all area activities to the 2nd Vice Chair and Executive Director
- **Commitment to the Role:** Dedicate at least **20 hours per month** to fulfilling these responsibilities.
- Accountability: Carry out additional duties as assigned by the DEC Chair.

# Accountability & Removal Process

Per **Section 7.04** of the DEC bylaws, Area Leaders are subject to removal for cause. A petition bearing the signatures of **10% of Precinct Committee Members** within an Area may request an Area Leader's removal. The petition must be submitted to the Management Committee. Removal is determined by a majority vote of the DEC members from that area at a meeting called for this purpose by the County Chair.



