



Victory 2016 Fellowship Program

Victory 2016 Fellows learn the fundamentals of political engagement and the electoral process by becoming integral members of Raja's campaign. Participants communicate Raja's candidacy to the electorate. Fellows also submit policy proposals, and complete other tasks as determined by each fellow's competencies and availability. Program requirements are fulfilled primarily at campaign headquarters, located at 100 N Barrington Rd, Streamwood.

The Fellowship Coordinator, in conjunction with the Field Associate, handles the everyday functions of the program. Fellows are organized into teams and led by Lead Fellows, who are responsible for communicating the campaign's field goals to the rest of their team and reporting results to the Fellowship Coordinator. Each fellow is expected to stay with the campaign for a minimum of six weeks and may be invited to stay past that period.

Timeline:

Before Orientation: Fellows join the campaign incrementally.

May 30th: Itasca Memorial Day Parade (Meet 8:00 am at HQ and drive to Itasca together)

June 6th: Fellowship Orientation (Meet 11:00 am)*

* Fellows starting after this date will have individual introductions with the fellowship coordinator or a lead fellow.

† Attendance is not mandatory, *obligatory*. Please contact staff if unable to attend.

June 13th: First Weekly Meeting (recurring every Friday at 6 pm)†

August 25th: 2nd Fellowship Orientation. Start date for most fall interns. **September 27th:** Final day to join the Fellowship Program

October 13th: Final Weekly Meeting

October 15th: G.O.T.V. Workshop. Senior staff presents the campaign's G.O.T.V. field plan to staff and lead fellows, reviewing G.O.T.V. preparation and best practices.

November 4th - 8th: G.O.T.V. and Election Day

Each Fellow meets individually with the Fellowship Coordinator on a weekly basis. This gives the campaign the opportunity to review goals and offer feedback to fellows and for fellows to discuss their expectations with and ask questions to the campaign.

Preparation:

Fellows are expected to come to the office every day with the following:

- A laptop, which cannot be substituted with a tablet.
- A fully charged phone
- Walking shoes

Fellows can choose to come to work in either casual or business-casual.

Program Responsibilities:

Days are spent mainly on the phones or out knocking in the district. Fellows occasionally have opportunities to staff Raja at events as well as attend events Raja or staff cannot.

Phone Calls:

- Fellows make calls for the purpose of voter ID, persuasion or fundraising. The determination is based upon each fellow's desire and skill, as well as the campaign's priorities. Preferences as to which type of phone call each fellow wants to do are taken into consideration on a periodic basis.
- Fellows are given instruction at their respective start dates. Fellows assuming leadership roles are expected to train the new fellows and volunteers.

Canvassing:

- Fellows are assigned by team to one of the campaign's field regions to execute campaign field plan. If new to in-person voter contact, a fellow may canvass in pairs after onboarding and training, and will eventually do this individually. New participants also canvass in the vicinity of campaign headquarters before knocking doors in target precincts in other regions.
- Fellow teams rotate between voter contact regions every two weeks for the purpose of better understanding their performance independent of contact region and providing fellows opportunities to better understand the district.

Event Organization:

- Fellows are given the opportunity to staff Raja. At fundraisers, fellows are expected to staff him in one of three ways: check in/contribution collection, taking photos around the event and also help greet people as they park their cars. For a visibility event, the expectation for fellows will be to take photos of Raja speaking and to go around with Raja as he is greeted by his many supporters. It is also important that fellows staffing Raja are aware of his schedule.

Campaign Representation:

- Fellows represent the campaign at events or organizational meetings throughout the district. Tasks include: speaking at organizational events, representing the campaign at Democratic organizational chapter meetings, distributing campaign materials, recruiting volunteers, registering voters.

Other:

- Fellows may prepare campaign materials, research donor prospects, enter data, deliver yard signs and assist in creating digital content.

Leadership Roles:

- Leadership roles are based upon observed dedication to the program. At the end of every day, fellows are sent an email report totaling their calls made and doors knocked so they can keep track of their progress.

- Fellows commit at least 12 hours per week to the fellowship program. Further involvement in the campaign is not mandatory, but obligatory for increased responsibility.

- Lead Fellows demonstrate leadership and ability. They structure their personal schedules around the needs of the campaign and are willing to commit extra hours to electing Raja. They are capable of acting independently and regularly exceed assigned daily goals.

- Lead fellows take on more responsibility in addition to voter contact goals and basic program requirements: they report on team performance daily to staff and prepare walk packets for their teams for each week. They are also responsible for preparing canvassing materials on a weekly basis.

Weekly Meetings and Recognition

- Every Friday at 5:30 pm, fellows are expected to come to the office to review their weekly performance, in addition to events and goals for the upcoming week. Fellows will make arrangements with the fellowship coordinator independently if they are unable to attend these weekly meetings.

- Fellows are recognized for superior statistical performance, improved statistical performance and demonstrating leadership, respectively. Prizes will be awarded!