



Research Tracking Coordinator

Job Description: The Kansas Democratic Party is seeking a Research Tracking Coordinator for the 2026 gubernatorial race. The Research Tracking Coordinator will be a key member of the research team responsible for monitoring and reporting on candidate events, statements, media appearances, and activities both in-person and virtually as well as coordinating and organizing volunteers to attend events. The Research Tracking Coordinator will work closely with both the Research and Communications teams, including senior leadership. This position will be based in Topeka, Kansas, but the Research Tracking Coordinator will be expected to travel as necessary.

Responsibilities:

- Identify and monitor real-time interviews, news coverage, and opponent events
- Maintain and regularly update an event calendar of opponent events and appearances
- Attend and record events attended by opponents
- Coordinate and organize volunteers to attend events that we know or suspect our opponent will be attending, in addition to attending events themselves
- Recruit, train, and manage all volunteer tracking and provide regular and proactive updates to senior staff
- Transcribe audio and video and write and distribute timely reports describing events, interviews, and media appearances
- Provide additional research support to the department as needed

The ideal candidate will have:

- A valid driver's license and access to a reliable vehicle to get to and from events
- Flexibility to adapt to changing circumstances and travel to events upon short notice, including nights and weekends as needed
- Ability to monitor a 24-hour news cycle
- Ability to meet tight deadlines and work under pressure
- Excellent writing and communication skills
- Strong attention to detail, organizational skills, and critical thinking ability
- An interest in starting a career in electoral politics or political research
- Previous campaign volunteer or internship experience preferred, but not required

How to Apply:

Applications will be accepted on a rolling basis. The salary range is \$4,500 to \$5,000/month, commensurate with experience. Health insurance and paid time off are included in the benefits package. This is an entry-level position.

This position is based in Kansas with some in-office work required at KDP's office in Topeka. Interested applicants should apply at ksresearchtrackingcoordinator@gmail.com using their first and last name in the subject line with a resume and a brief statement of why they are interested in the position.

The Kansas Democratic Party is committed to attracting and retaining a diverse workforce and is an equal opportunity employer that does not discriminate on the basis of race, color, religion, sex, creed, sexual orientation, gender identity or expression, pregnancy, national or ethnic origin, disability, age, marital, veteran or economic status, or any other legally protected basis. The Kansas Democratic Party is committed to providing reasonable accommodations to individuals with disabilities in the hiring process and on

the job, as required by applicable law. Please contact us for any accommodations needed in the hiring process.