



Education Director – Hawk The Vote

Hawk The Vote is seeking a part-time, stipend-paid executive board position for the 2025 calendar year. This position will work in conjunction with the Office of Leadership, Service, and Civic Engagement to organize politically focused events and voter registration drives. Compensation will be a \$3,000 stipend awarded monthly between February 1st, 2025, and January 1st, 2026.

Positions Requirements

1. Must be a current University of Iowa undergraduate student.
2. Will not graduate in Spring 2025 or Fall 2025.
3. Be able to dedicate 5-8 hours per week to a position with Hawk The Vote:
 - a. Attend weekly executive board meetings.
 - b. Complete 1 tabling events per month, excluding May, June, and July.
 - c. Attend all other official Hawk The Vote events at the discretion of the Executive Director.
4. Remain nonpartisan in all official work with Hawk The Vote.

Positions Expectations

1. The Education Director serves as the principal coordinator for all educational outreach including leading the Fall 2025 voting ambassador course in coordination with the Department of Political Science.
2. Course responsibilities:
 - a. Curating course syllabus
 - b. Coordinating guest speakers, reading materials, quizzes, etc.
 - c. Lead weekly class meeting
 - d. Work in coordination with the Programming Director to recruit Voting Ambassadors (VAs) for the Fall 2025 academic course:
3. Additional educational coordination:
 - a. Organize and oversee all education opportunities for students and the Iowa City community relevant to civic engagement and voting (i.e. student athlete presentations, faculty workgroups, and external organizations who request workshops, etc.)
 - b. Create an education budget to submit for approval by the Executive Director and Operations Director/