

- Rachel Hirshberg  
- CA or NY - wants to go out  
on a race

**ELAINE CARTAS**  
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## EDUCATION

University of California, Irvine - B.A., Psychology and B.A., Sociology, Minor in Management | Cambridge University - Study Abroad

## PROFESSIONAL EXPERIENCE

### Deputy Finance Director

*Kim Gillan for Congress*

*Billings, MT*

*August 2012 - November 2012*

- Created and helped execute a Labor PAC Finance Plan by coordinating the labor endorsements, which raised \$71,000 for the general election
- Collaborated with the Finance Director to target \$500+ donors for candidate call time by managing NGP and donor research
- Proposed and launched a low donor volunteer program, which consisted of phone banks that raised \$2,000 per night, and direct mail that raised an average of \$6,700
- Spearheaded all candidate pledge follow-ups by ensuring donors received a pledge letter, email, and call on a timely manner
- Assisted the Finance Director in coordinating all fundraising events by following-up with donors that exceeded event goals

### Political Director / Campaign Coordinator

*Janice Hahn for Congress*

*San Pedro, CA*

*September 2011-June 2012*

- Managed all day to day activities of the campaign by coordinating with the general, media, fundraising and field consultants
- Assembled and managed a team of 10 organizers and 358 volunteers
- Implemented a field outreach program with volunteer ID, persuasion, and GOTV calls and canvassing by managing
- Led the efforts of opening two campaign offices
- Coordinated endorsements from local and state elected officials, labor groups, and the California Federation of Labor
- Received 79% of the California Democratic Party endorsement by organizing delegate meetings and events
- Assisted in fundraising efforts including call time management, NGP management, and following-up with donors
- Worked with the media consultants in drafting press releases and media advisories
- Communicated with the Congresswoman's scheduler and consultants to develop a robust campaign schedule for the candidate including fundraising, political and field events throughout the primary

### Special Operations Director

*Janice Hahn for Congress*

*Torrance, CA*

*February 2011-July 2011*

- Incorporated a low donor outreach program by targeting specific donors
- Outreached to labor leaders for the Get-Out-The-Vote weekend by organizing 361 volunteers in two weeks
- Supervised five field organizers during the primary elections by ensuring they met the field program's goals
- Responsible for crowd building and crowd management for all campaign related events, including but not limited to press conferences, debates, town halls, rallies, election party receptions, and other campaign speaking engagements

### Field Coordinator

*Dr. Vladovic for School Board Campaign*

*San Pedro, CA*

*January 2011-March 2011*

- Managed the day to day activity of the campaign field office
- Recruited and managed a volunteer base of 246 volunteers in six weeks by managing canvassers and phone bankers
- Collaborated with staff and consultants to ensure that goals were met

### Field Organizer

*Roxanne Conlin for U.S. Senate*

*Des Moines, IA*

*June 2010-November 2010*

- Organized and trained 557 volunteers within six months by developing a volunteer program
- Orchestrated town hall meetings for the candidate by collaborating with volunteers and county chairs

### Development Intern

*Center for American Progress*

*Washington, DC*

*January 2010-March 2010*

- Uncovered potential donors for the annual event, "Progress Matters," by contacting and researching individuals
- Promoted the long-term vision and mission of the organization by meeting with key stakeholders

### Investor's Relations Intern

*Orange County United Way*

*Irvine, CA*

*July 2008-December 2008*

- Motivated account donors and contacts to assist the Orange County community through staff meeting presentations
- Raised new partnerships with businesses to increase awareness through one-on-one meetings and presentations

## REFERENCES

**Dave Jacobson**, Consultant, Shallman Communications, (818) 943-2348, dave.r.jacobson@gmail.com

**Mark Daley**, Campaign Manager, Roxanne Conlin for U.S. Senate, (310) 739-8306, markdaley00@gmail.com

**Stephanie Daily**, Consultant (Finance Consultant), (310) 497-8162, dailysmith@gmail.com

**Eric Hogensen**, President/Consultant, HSG Campaigns, (414) 745-4293, erichogensen@gmail.com