

City Team and City Lead (f/m/d)

Deadline:	TBD
About:	5-10 hrs/week (occasionally more during political peak times)
Start:	ASAP
Location:	Remote / Home office
Payment:	Unpaid volunteer role

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About Volt

Volt is a pan-European political movement and party, active in more than 30 countries, that believes the challenges we face — from climate change to digitalisation to democratic backsliding — don't stop at national borders. Volt Switzerland is part of this movement, building progressive, pragmatic, and evidence-based policy for Switzerland and Europe.

About the City Team

The City Team is Volt's local presence in a given city. Its scope spans organising local meetups and social events, supplying local volunteer capacity for national campaigns (e.g. signature collection for the nuclear power referendum), tracking municipal and cantonal political developments alongside the national agenda, and serving as the first point of contact for new members joining Volt in their city. The team's goal isn't just to execute national campaigns locally, but to build a lasting, engaged community — keeping Volt visible and active between elections and votes, and developing a pipeline of members ready to grow into bigger roles across the party over time.

Responsibilities of the City Team

- Handle the logistics behind local activities, inter alia but not limited to booking venues, scheduling, preparing materials, so events actually happen smoothly
- Staff and coordinate volunteers during national and regional campaign actions taking place locally, such as signature-collection stands
- Report relevant municipal and cantonal developments back to the national Policy and Comms teams, and flag where local context should shape national messaging
- Welcome and onboard new members: answering questions, connecting them to teams or roles that match their interests, and helping them find their footing in the party
- Maintain the local community's communication channels (chat groups on signal and WhatsApp) and keep members informed and engaged between events
- Manage local social media channels (for larger focus cities, at the discretion of the Comms Lead) in close coordination with the national Comms team to ensure consistent branding and aligned messaging
- Manage the group's local budget and resources, and maintain relationships with venues, allied organizations, and local media
- Feed local volunteer capacity, feedback, and needs back to the Community Lead and national leadership
- Maintain a local network with other parties and like-minded organisations in coordination with the national level

City Lead Description

The Volt City Leads head this local team, owning the health and momentum of Volt's presence in that city.

About the role

- Setting strategy: decides which local priorities to focus on based on both national party direction and city-specific opportunities (e.g. local signature-collection efforts).
- Coordinating the local team: assigns responsibilities across local volunteers and any city-level sub-roles
- Quality control and consistency: makes sure local activities, messaging, and events reflect national party positions and branding, and don't drift out of step with the wider party.
- Representing the team: acts as the main link between the city team and the community lead — feeding local capacity, feedback, and opportunities upward, and cascading national priorities and campaigns down to the city level.
- Managing local events and engagement: organises or oversees local meetups, socials, and campaign actions, and makes sure members are having fun and are neither under- nor overwhelmed.
- Manages timelines and deadlines: sets and tracks the local activity calendar in accordance with the national political and legislative calendar — e.g. referendum signature deadlines, elections, national congresses — so local efforts land at the moments they'll have the most impact.
- Maintain local networks and partnerships: Maintain existing relationships and collaborations with local organizations, initiatives, and political parties. Note: Any new strategic priorities or formal talks must be coordinated with and approved by the board.
- Recruiting and mentoring: recruits new local members and volunteers, mentors them into local roles, and builds continuity in the city group as people rotate in and out.
- Coordination and alignment with the Volt Switzerland Community team, as well as exchange with other City leads by joining regular exchange calls.

Position and Hierarchy

Team	Community Team
Reports to	Community / Community Lead
Works closely with	Comms / Events / Policy
Coordination	Monthly team calls + ad hoc check-ins as needed

About you

- At least 18 years old,
- A registered member of Volt Switzerland,
- Fluent in English, as well as in at least one national language such as German, French or Italian.
- Self-starter with strong organisational skills
- Good communicator who can engage people from diverse backgrounds
- Genuine alignment with Volt's values and pan-European vision
- Ability to work independently and take initiative

Desired skills

- Prior experience in a party, NGO, student organisation, or volunteer network
- Familiarity with swiss politics

Your benefits

- A strong network within Volt Switzerland and across the broader Volt Europa movement
- Hands-on experience in political organising, community building, and event management
- Direct influence over how Volt grows and is perceived in your city
- Access to internal trainings, resources, and a supportive team of like-minded people
- The opportunity to be part of something genuinely new in Swiss politics

Next steps

Interested in becoming a City Lead or team member (or want to learn more)?
Contact us at info@voltswitzerland.org. To apply, fill out our [application form](#).
Shortlisted candidates will be invited for a brief introductory call.