



Democracy for America: Finance Director

Democracy for America is a grassroots powerhouse working to change our country and the Democratic Party from the bottom-up. With more than one million members, we endorse progressive candidates from the school board to the president, and we provide our members with the training and support they need to win their campaigns.

Democracy for America is seeking a dynamic, creative, and aggressive Finance Director to oversee and raise a multi-million dollar budget to support our grassroots political work. The Finance Director will be responsible for creating and implementing a strategic national fundraising plan, developing finance staff and projects, supporting and motivating DFA principals in their fundraising efforts, and making direct asks to individual and institutional major donors. The Finance Director is a member of a highly motivated team of DFA leaders, responsible for the strategic direction of the organization overall.

The Finance Director reports to the Chief of Staff and the Executive Director.

Responsibilities Include:

- Create, implement, evaluate and analyze a fundraising plan & budget in accordance with organizational priorities
- Oversight, management and development of finance staff – the Deputy Finance Director and the Finance Assistant
- Re-establish fundraising priorities based on performance evaluation
- Support DFA principals in major donor fundraising, both over the phone and in face-to-face donor meetings
- Collaborate with other DFA directors to seek out and employ new opportunities for maximizing fundraising
- Organize fundraising events
- Engage and cultivate DFA's current grassroots supporters to deepen their giving, employing mail pieces and phone conversations
- Establish relationships with and solicit gifts from high level individual and institutional donors, targeting prospective and established donors
- Ensure that all fundraising communication is inspirational, creative, and consistent with DFA's campaign priorities
- Maintain excellent systems for tracking income, expenses & institutional knowledge
- Report fundraising performance to DFA leadership on an ongoing basis

Qualifications:

- Passion for and demonstrated commitment to progressive change
- Four years plus of strategic fundraising for political campaigns, PACs or advocacy organizations
- Minimum two years of staff oversight and collaboration, with an emphasis on skill development and accountability
- Direct and respectful communicator – doesn't dominate a conversation yet isn't afraid to fully participate in high-energy group discussions
- Demonstrated ability to develop relationships with large donors
- Team Player – enthusiastically and pro-actively pitches in to help out a colleague
- Effective at planning, prioritizing and time management
- Creative, persuasive and articulate writer; able to tell a good story
- Motivated by and driven to meet and exceed goals and expectations
- Flexibility, political savvy, grace under pressure, and a sense of humor
- Excited to do whatever it takes – work long hours, occasional weekends and travel
- Basic knowledge of web development such as HTML and CSS, experience with NGP preferred
- Experience managing effective online communications is a plus

Democracy for America and this position are located in Burlington, VT. Salary is commensurate with experience, with a potential for performance bonuses. Benefits include healthcare, paid vacation and holidays, sick leave, employer contribution to retirement plan, a fun and dynamic work environment, and the chance to make real change happen.

To apply please fill out the application at www.democracyforamerica.com/finance_director, and email a resume and cover letter to careers@democracyforamerica.com.