



## Finance Director

### **Job description:**

The Finance Director will oversee an eight-figure finance program, coordinate with several finance consultants, manage a large staff, and oversee the events program.

### **Responsibilities:**

The Finance Director has the following responsibilities and duties:

- Help build and execute an eight-figure finance plan for the June 2nd Primary.
- Work with the Campaign Manager to oversee finance staff, including finance co-chairs, several finance consultants, 2 Deputy Finance Directors, the Call Time Manager, and the Finance Assistant.
- Track all donor meetings, conversations, pledges, and conversions.
- Work with the Digital team on digital fundraising projections and costs.
- Oversee the expansion of our existing donor databases by identifying, researching, and recruiting new donors.

### **Requirements:**

The Finance Director should have the following skills, attributes, and experience:

- At least one cycle as a Finance Director or two cycles as a Deputy Finance Director or Finance Assistant in a competitive federal or statewide race.
- Comprehensive knowledge of Numero, ActBlue, NGP, and Google Drive
- Exceptional verbal, written, and interpersonal skills.
- Willingness to work long hours, weekends, and holidays.



**How to apply:** Please send your resume and cover letter to [info@mahanforcalifornia.com](mailto:info@mahanforcalifornia.com) with the subject line “[NAME] Finance Director” as soon as possible.