



**Deputy Finance Director
Ohio Democratic Party
Columbus, Ohio**

About Ohio

Over the next two years, the Ohio Democratic Party (ODP) will build an organization to win highly consequential elections up and down the ballot. With new leadership comes a new vision for our Party, refocusing on the core fundamentals that move the needle. ODP is building back better as a focused, modern, and nimble force to elect Democrats statewide now and in the future.

Ohio is a top tier U.S. Senate pick up opportunity for national Democrats because of retiring Republican incumbents. The battle to save the Senate majority will be fought in Ohio. 2022 offers the chance to take control of the Ohio Supreme Court, make gains under new legislative maps, and win control of state government constitutional including Governor/Lt. Governor, Attorney General, Secretary of State, Treasurer, and Auditor. These opportunities give Democrats in Ohio early and strategic gains in rebuilding the Ohio Democratic Party.

About the Opportunity

The Ohio Democratic Party is seeking a talented, passionate professional to serve as Deputy Finance Director. We are seeking an experienced fundraiser who will help to serve as a strategic asset to ODP's finance department. The Deputy Finance Director will work closely with the Finance Director, have responsibility for implementing fundraising plans and meeting performance milestones, with continual progress toward larger organizational goals. Specifically, the Deputy will:

- Execute fundraising and stewardship of statewide events program
- Assist Finance Director in the management of the finance team
- Manage a portfolio of donors
- Manage special fundraising projects
- Support the call time program, including donor research, debriefing, and prospecting
- Staff at meetings and events
- Other duties as assigned

Additionally, this person will be an aggressive innovator of new ideas, approaches, and opportunities to raise the necessary funds. The position reports to the Finance Director.

Qualifications:

- A minimum of 2 cycles prior political fundraising experience
- A minimum of 1 cycle of managing staff, volunteers, or interns
- Track record of fundraising planning, implementation, and follow-through
- Ability to identify and cultivate new and existing relationships with donors, prospective donors, partner organizations, and key stakeholders
- Strong computer skills, including NGP and ActBlue
- Must have a valid driver's license as this position will require travel

**Core Competencies:**

- Excellent in interpersonal skills and building relationships
- Understanding of Ohio's complex political and demographic realities
- Clear, effective, high-quality writer
- Highly communicative - responsive to internal and external requests, emails, and calls, within reason
- Multitasker - Able to juggle multiple activities yet not lose focus on top priorities or let something slip through the cracks
- Exceptional time management and organizational skills with the ability to manage multiple projects and competing priorities
- Committed to the values and practices of a diverse, equitable, and inclusive workplace with the ability to take feedback and learn
- A passion for training - developing leadership of staff and volunteers is second nature.

Personal Characteristics:

- Passionate and thoughtful about what and how they do work and whom they work with;
- Resilient, resourceful, and adaptive to priority shifts and change (big and small);
- Kind but willing to apply soft elbows when needed;
- Realistic but positive in outlook, not ego- or turf-driven, able to focus on opportunities when faced with challenges;
- Collaborative by nature;
- Fully invested in the success of Ohio Democrats.

Interested candidates should submit their resume, a detailed cover letter to HR Director Sarah Ross at SRoss@ohiodems.org. Applications will be taken on a rolling basis. The salary range for this position is \$4,500-\$6,000 per month.

ODP recognizes that our success requires we be a place where a diverse mix of talented people want to come and do their best work. We are focused on building a staff that is diverse of race, gender and gender expression, sexual orientation, religion, ethnicity, national origin and all the other fascinating characteristics that make us different. Candidates of color, women, LGBTQI, and more are encouraged to apply.