

SEEKING RESUMES: Finance Director

Are you the kind of person who finds joy in spreadsheets and finding out how much money someone has donated to Democratic candidates? Is your idea of fun making a budget and cashflow plan that can guide the financial well-being of a major statewide program? Do you want to work in a place that almost always has at least one dog roaming through the offices seeking out someone sympathetic to slip them a morsel from your lunch? And most importantly, do you want to help keep Democratic control of the Colorado House of Representatives? If so, you might be a great fit for us.

The Colorado House Majority Project is the campaign committee for the Colorado State House Democratic caucus. HMP works towards securing a Democratic majority in the Colorado State House of Representatives.

We are accepting resumes for a finance director during the 2020 cycle with the possibility of extension beyond Election Day. The House Majority Project offers a benefits package and the salary range is \$4,000-\$5,200 based on experience.

Overall Responsibilities

Our finance director needs to be able to build, expand and update fundraising lists, conduct donor research, perform call-time and call-time followup, plan and execute fundraisers and track our budget and cashflow to make sure goals are being met.

A successful finance director will also have the ability to train legislative candidates, many without significant political experience, how best to fundraise and perform call time.

Qualifications

- 1-2 cycles of fundraising experience
- NGP experience
- Good writing skills and the ability to effectively persuade donors
- Attention to detail, especially with regard to compliance law
- Willing to work long and often irregular hours

If you are interested and meet our qualifications please send a resume and cover letter to matthew@coloradohousemajority.com

The House Majority Project is an equal opportunity employer and it is our policy to recruit, hire, train, promote, and administer any and all personnel actions without regard to sex, race, age, color, creed, national origin, religion, economic status, sexual orientation, gender identity or expression, ethnic identity, physical disability, or any other legally protected basis.