



Candidate Fundraising Manager

The Michigan Senate Democratic Fund is seeking a Candidate Fundraising Manager to help coordinate caucus fundraising efforts. This position will assist caucus members and candidates with campaign finance compliance, finance planning, and overall campaign fundraising operations.

About the Michigan Senate Democratic Fund

The Michigan Senate Democratic Fund is a caucus political action committee that works to elect and retain Democratic members to the Michigan State Senate.

Job Responsibilities

The Candidate Fundraising Manager, based in Lansing, Michigan and reports to the Finance Director, is responsible for the following:

- Partner with campaigns to develop finance plans and goals
- Assist members and candidates with fundraising event planning
- Prep and staff member and candidate call time
- Draft fundraising emails and coordinate NGP digital tools
- Track candidate and PAC campaign finance reports
- Provide campaign finance compliance guidance to members and candidates
- Other duties as assigned

Qualifications

We're seeking candidates who excel in relationship-building, are results oriented, and have strong project management skills. You should have:

- Bachelor's Degree in a related field
- A track record of developing and maintaining strong working relationships
- NGP Van and/or MERTS experience preferred

Compensation

Commensurate with experience.

How to apply

Please send resume to Molly Fearon at mfearon@senatedems.org



www.senatedems.org