



## **Deputy Director - Maine Senate Democratic Campaign Committee**

The Maine Senate Democratic Campaign Committee (SDCC), a full-time political organization dedicated to building a Democratic majority in the Maine Senate, **seeks an experienced Deputy Director to manage our fundraising program to help us protect and expand our majority in 2022.**

The Deputy Director will manage our fundraising program and assist the Executive Director with candidate and expenditure management. This is a senior staff position and the Deputy Director would work with campaign staff, Senate leadership, and Senate members to develop and implement a finance plan for the 2022 campaign cycle.

### **RESPONSIBILITIES INCLUDE:**

- Working directly with our incumbent Senators and our recruited 2022 candidates
- Manage and execute strategic finance plan which includes events, principal call time, low-dollar online solicitations, & direct mail
- Working with our consultant team to design and implement engaging direct mail, communications, and digital advertising plans for Democratic Maine Senate candidates in 2022
- Plan, build, and staff fundraising events for the SDCC and Senators
- Execute and manage donor research and expand principal's new donor networks

### **QUALIFICATIONS:**

- Minimum 1 cycle of statewide, congressional, large municipal, or legislative campaign finance experience, or equivalent development-related experience
- Event planning experience, donor prospecting, and research experience preferred
- Working knowledge of NGP and Excel
- Must have strong written and verbal communication skills and strong management instincts
- Excellent attention to detail and highly organized, ability to work independently
- Flexibility to work evenings and weekends
- Excellent project management skills with the ability to stay on top of multiple projects, plan and anticipate obstacles, involve stakeholders and partners, and use all resources wisely

### **PAY & BENEFITS:**

Full-Time employees are eligible for benefits, including health care, vision, and dental insurance; sick leave, paid time off, and more. Salary is between \$50,000-\$60,000. Must be able to work with long, irregular hours, and travel frequently around Maine. Employees should expect to live and work on the ground in Maine no later than March 2022.

### **TO APPLY:**

Applications will be considered on a rolling basis and we intend to fill the position as soon as possible. Send resume, cover letter, and 2-3 references to Lily Herrmann, SDCC Executive Director at [lily@mainesdcc.com](mailto:lily@mainesdcc.com). Please use "Deputy Director" as the subject.

*Equal Employment Opportunity Policy: The Maine Senate Democratic Committee 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, veteran status, gender identity or expression, ethnic identity or physical disability, or any other legally protected basis.*