



Finance Director

The Maine Democratic Party (MDP) is looking for an aggressive, strategic, and driven Finance Director to lead the charge in bringing in the resources Maine Democrats need to win and manage all finance verticals and compliance. The stakes are high, and we need a fundraiser who can craft and execute bold plans to secure critical resources while managing a finance team and helping keep the MDP in compliance.

This position reports to the Executive Director and serves as the manager of the Finance Department within the organization, overseeing one current staffer, with the potential to hire more.

Key Responsibilities

- Directly supervise and manage the Call Time and Events Manager. May supervise additional finance staff as the department grows.
- Provide clear goals, support, performance management, and strategic direction to direct reports.
- Oversee day-to-day fundraising and finance operations and help build internal systems that support growth and accountability.
- Assist the Executive Director in planning virtual briefings, program updates and progress reports for major funders and grassroots donors.
- Oversee and take responsibility for the success of team portfolios of major donors and prospects.
- Oversee donor compliance and contribution limits
- Working with the Executive Director and other relevant parties to manage the budget and maintain updated budget forecasts.
- Support Operations Director and Executive Director with managing and planning MDP Finance Committee meetings and materials



- Build, manage, maintain, and report on a Finance Plan for the MDP to the Executive Director and relevant parties.
- Serve as a thought partner for to the Executive Director and other senior leadership
- Other duties as assigned by the Executive Director.

Qualifications

- A minimum of 4 years prior fundraising experience – political preferred.
- Demonstrated success in hitting personal fundraising goals.
- Experience managing major donor portfolios and executing successful donor cultivation strategies.
- Strong understanding of fundraising best practices, call time management, and donor stewardship.
- Proficiency in fundraising software (e.g., NGP, VAN, or similar platforms) and Google Suite; experience with digital fundraising platforms is a plus.
- Exceptional verbal and written communication skills, with the ability to craft compelling asks and build relationships with donors at all levels.
- Highly organized and results-driven, with the ability to manage multiple projects simultaneously under tight deadlines.
- Prior managerial experience strongly preferred.
- Strong commitment to Democratic values and political change.
- Ability to work independently and as part of a collaborative team.

How to Apply



Please send your cover letter and resume to exec@mainedems.org with “Fundraising Director” in the subject line. Applications will be accepted on a rolling basis. Relocation assistance is available if needed.

The Finance Director will report to the Executive Director. Salary is dependent on experience and is in the \$100,000 range, commensurate with experience. Generous benefits offered. This position is in the Maine Democratic Party’s union represented by IBEW Local Union #1837.

This position is based in Maine through November 2026 with 5 days a week required in MDP’s Portland office except when needed in MDP’s Augusta and Bangor offices or such other offices as may be opened. Additional in-person meetings and event-based work across the state required as needed. This position will be routinely expected to work nights and weekends and over 60 hours per week. Possibility of extending position past November 2026 under an updated contract.

The Maine Democratic Party is an equal opportunity employer and it is our policy and our core value 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.