



Finance Advisor (Federal & Statewide)

**314 Action**

*Washington, DC based with frequent travel*

314 Action is a grassroots community of over 6 million people working to elect scientists who will use science and facts to address some of our most pressing issues like climate change and health care.

In 2020, we helped flip U.S. Senate seats in Arizona and Colorado by drafting [Capt. Mark Kelly](#) and former Gov. John Hickenlooper to successfully run for office. After raising more than \$22 million in grassroots donations as well as over \$5 million for their campaigns, 314 Action helped elect nearly 20 scientists at the federal level and over 100 scientists at the state and local levels. Of these scientists, 57% were women, 23% were candidates of color, and 24% were first-time candidates for public office.

314 Action and its mission to elect scientists at all levels of government have been featured in pieces by numerous news outlets, including [NBC News](#), [CNN](#), [Bloomberg](#), [Newsweek](#), [The Hill](#), and [Huffington Post](#).

314 Action is looking for a Finance Advisor to join our growing Campaigns Team. Campaign Advisors will work alongside 314 Action leadership and Campaign Advisors to support STEM candidates running for state and federal offices. The Finance Advisor will work closely with campaign teams to help maximize their fundraising and to assess their fundraising operations for potential endorsements or other support. They will also work in tandem with other 314 Action departments to raise money around goals for our endorsed candidates.

**Responsibilities**

- Work directly with campaigns to build strong finance plans and hire top notch fundraising staff.
- Mentor campaign staff and work closely with them to develop strong systems for calltime, events, cash flow and other needs to meet fundraising goals.
- Work with 314 Action leadership and Campaign Advisors to determine fundraising priorities and help set fundraising goals for candidates.
- Oversee \$5 million candidate bundling plan and work with development and digital teams to raise money directly for our candidates where it is needed the most
- Work with Campaign Advisors in the recruitment phase to talk to potential candidates about campaign fundraising and help them assess their own networks.
- Serve as a liaison between the organization and campaign fundraising operations
- Work with Campaign Advisors and other members of the 314 Action team to evaluate campaigns for endorsements and make recommendations for support.
- Assist with 314 Action candidate trainings.
- Other duties as needed.

### Preferred Qualifications

- Self-starter with 4-6 years of political fundraising experience and at least one cycle as a Finance Director on a Congressional race or higher required.
- Proficiency in NGP, ActBlue and other fundraising tools as well as the ability to teach others those skills
- Ability to work in a fast-paced environment under tight deadlines
- Frequent travel required as conditions permit
- Thrives in an ambiguous, evolving environment
- Exceptional communication skills
- Strong analytical and problem-solving skills, plus careful attention to detail

Interested candidates should send a resume and cover letter to [jobs@314action.org](mailto:jobs@314action.org) with the subject line "Finance Advisor (Federal & Statewide)." **No calls please.**

Salary range will be \$72,000-\$96,000 per year, depending on experience. Additionally, 314 Action provides a full benefits package for employees including paid time off, health, dental and a generous employer match 401(k).

All 314 Action staff will have the option to work in person at the 314 Action office in Washington, DC. Directors will have the flexibility to arrange schedules with their team members, to ensure we benefit from in-person collaboration but still allow for part-time remote work. All 314 Action employees are required to be fully vaccinated against COVID-19 as a condition of their employment.