



314 Action Fund is the largest organization in the United States working to elect Democratic scientists to office at all levels of government, from the Senate down to local school boards.

We're looking to hire a Deputy Digital Director to play a leading role in expanding our growing online presence through building up a more robust grassroots email program, providing support to some of our incredible candidates digitally, reaching key audiences through SMS texting, and collaborating with the digital team and other departments to continue to innovate to reach organizational objectives.

At a time when the Republican Party has completely abandoned science, the last few years have demonstrated why it's so important to have more STEM professionals at the table and in positions of influence to lead our country and advocate for our families with science, evidence, and fact-based policymaking.

Deputy Digital Director

Starting Salary: \$70,000 - \$80,000+ (depending on relevant experience)

Reports To: Digital Director

Timeline: Available to start as soon as possible but flexible

Job Description:

314 Action Fund is looking to hire a Deputy Digital Director who has the ability to play a key role in contributing to and leading on many of the facets of our overall digital operation:

The ideal candidate has previous experience running or supporting day-to-day grassroots fundraising email campaigns, SMS and p2p text messaging campaigns, creating reporting and metric tracking documents, and familiarity with CRMs like ActionKit (our CRM).

Responsibilities:

- Proficiency with HTML and/or CSS
- Produce and test HTML and CSS based assets, such as emails, landing pages, templates, and SMS message blasts
- Knowledge of Action Kit or similar digital fundraising platform – ideally coding, supporter record segmenting, reporting, and data management
- Collaborate and execute novel and innovative approaches to digital fundraising across platforms like email and text
- Draft engaging copy, whether on behalf of the organization or key candidates
- Quality assess assets for errors or mistakes with support from the team
- Assist with fundraising performance reporting alongside our automated data reporting software
- Opportunities to pitch new ideas, creative segmenting, and micro/localized sends
- Collaborate and work closely with the Digital Director and relevant staff and affiliated digital vendors on department and organizational needs and projects

- Potential to assist key campaigns with their digital operations and/or provide consulting on best practices

What We're Looking For:

- Someone who is passionate about electing Democratic scientists to office!
- Basic HTML/CSS experience
- Experience with a fundraising CRM
- Experience with digital fundraising
- Strong communication skills

Benefits:

- 100% employer paid premiums for dental, vision, and platinum health insurance
- 401k Retirement Plan with up to 6% employer matching
- \$500 Quarterly Tech Stipend
- \$50 Monthly Transit Benefit for eligible employees located in DC and Philadelphia.
- Up to 15 days of paid vacation time per year
- Up to 10 days of paid sick leave per year
- 11 paid holidays per year.
- Additionally, our offices are closed between Christmas Eve and New Years Day. Other religious holidays can be taken as extra paid days off for those who observe religions.
- Hybrid work environment: While staff have the ability and choice to work in person at our DC and Philadelphia Offices, 314 will continue to offer remote work options.

To Apply: Please email your resume to us at jobs@314action.org with the subject line “Deputy Digital Director” and if you’ve worked on previous email or digital campaigns, feel free to include a couple of those.

All 314 Action staff will have the option to work in person at the 314 Action office. 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.