



## **Deputy Finance Director**

**Location:** Austin, Texas (with some statewide travel required)

**Reports to:** Finance Director

**Position Type:** Full-time

**Start date:** ASAP

**Salary:** Commensurate with experience

The Gina Hinojosa for Governor campaign is seeking a Texas Finance Director. The Texas Finance Director will lead and execute the campaign's Texas-based fundraising program. This role is responsible for building and managing in-state donor relationships, staffing the candidate, overseeing Texas call time and events, and coordinating closely with the Finance Director to meet ambitious fundraising goals.

*To apply, please send a resume and cover letter to [info@ginafortexas.com](mailto:info@ginafortexas.com) with the subject line "Finance Application - Texas Finance Director".*

### **Key Responsibilities**

- Work with Finance Director to help execute the overall finance plan and identify opportunities for growth within the program
- Manage relationships with in-state and national donors, and other stakeholders in Texas and nationally
- Assist in hiring and managing the fundraising team
- Oversee part of the fundraising events schedule and the team's execution of events
- Collaborate with finance team to plan and execute successful events
- Help identify meeting opportunities and fill meeting slots
- Ensure event and meeting briefings are complete for finance events
- Staff fundraising events and meetings
- Other related duties and special projects as necessary

### **Qualifications**

- Must be located or willing to relocate to Austin, TX
- At least two cycles of campaign finance experience (statewide experience preferred)

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- Experience with specific platforms like Google Suite, NGP, ActBlue, Numero, and Excel
- Detail-oriented self-starter with a passion for Democratic fundraising
- Access to a cell phone and laptop
- Excellent relationship-building and interpersonal skills
- Comfortable working in a fast-paced, high-pressure campaign environment
- Willingness to travel and work evenings and weekends as needed