



JOB ANNOUNCEMENT: Advocacy Director

Title: Advocacy Director

Status: Regular, full-time exempt

Reports to: Deputy Director

Location: Portland, Oregon

Date of posting: August 14, 2020

POSITION OVERVIEW The Coalition of Communities of Color (CCC) seeks a new member of its team to lead our advocacy strategy. The Advocacy Director is responsible for developing and implementing a strategic advocacy program including member engagement, legislative strategy, coordination with political allies, liaison with formal and informal coalitions, and organizational involvement in ballot measure campaigns. The Advocacy Director reports to the Deputy Director and works closely with other program staff.

ORGANIZATIONAL OVERVIEW The mission of the CCC is to address the socioeconomic disparities, institutional racism, and inequity of services experienced by our families, children and communities; and to organize our communities for collective action resulting in social change to obtain self-determination, wellness, justice and prosperity. Formed in 2001, the CCC is an alliance of culturally-specific community based organizations with representation from the following communities of color: African, African American, Asian, Latino, Native American, Pacific Islander, and Slavic. The CCC supports a collective racial justice effort to improve outcomes in education and community and economic development through advocacy, culturally- appropriate data and research, and leadership development in communities of color. For more information, please visit www.coalitioncommunitiescolor.org.

DESCRIPTION OF DUTIES

- Supports development, coordination, and understanding of member's advocacy priorities and strategies
- Active engagement of members to build a collective racial justice analysis, policy development, and advocacy strategy
- Facilitates the development of legislative, executive branch and local government policy priorities for the organization and implements advocacy strategies to pass these policies, including lobbying elected leaders and administrative agencies
- Leads the organization's member-driven endorsement process, including assistance in coordinating with campaign personnel and legislative leadership
- Collaborates with coalition staff, leaders, and allies in the development and implementation of campaign plans
- Develops and implements strategic communications and messaging in support of the organization's advocacy strategy
- Sends out timely advocacy updates and action alerts to members, partners, and community at large



- Develops and nurtures relationships with ally organizations and represents the organization at coalition tables
- Researches promising practices for lobbying, legislative advocacy, rulemaking analysis and advocacy, racial justice policy awareness and analysis, and related public policy issues
- Collaborates with other CCC programs, including research, leadership development, and environmental justice, to support success of programs and their participants
- Assists the Executive Director and staff in securing funds for the organization's work through grant identification and writing, direct solicitation, social media, and events
- Responsible for ensuring compliance with all state and local laws related to lobbying
- Support the developing work of CCC's affiliate 501(c)(4), Building Power for Communities of Color, potentially including candidate support and electoral campaigns
- Other duties as assigned

QUALIFICATIONS

- Bachelor's degree or commensurate experience preferred
- Minimum 3 years' experience in a related field required, including lobbying, campaigns, public policy development and community organizing, or similar experience
- Commitment to racial justice, and dedication to and experience working with organizations of color
- Experience in coalition management or leadership
- Excellent relationship-building skills
- Understanding of public policy and issue campaigns
- Understanding of and navigation of the Oregon legislative process and political strategy and political landscape on local and state levels
- Willingness to work extended hours in Salem during legislative sessions and during ballot measure campaigns
- Demonstrated experience with issue campaigns
- Ability to create work plans to support legislative and policy goals in ways that build the organization's effectiveness and influence over time
- Operational understanding of grassroots organizing and how to increase political influence with strategic mobilization of issue supporters
- Ability to self-motivate, self-direct, and manage multiple projects simultaneously
- Successful grant writing experience
- Strong writer skilled at making complicated ideas accessible to the general public through policy one-pagers, briefs, and reports

COMPENSATION Starting salary is between \$65,000 - \$75,000, DOE. This is a 1.0 Full Time Exempt position. Paid time off is based on tenure with the organization and includes accrual of sick and vacation hours. We also provide medical, dental, and vision insurance, a Flexible Spending Account, life insurance, and a monthly transportation stipend. Employees may enroll in a 401k retirement plan after one year of employment.

TRAVEL AND HOURS Travel is required for this position including frequent travel to and from Salem during legislative session and potential extended hours during the legislative session and elections. Mileage and travel expenses are reimbursed per CCC policy.



TO APPLY Please send a cover letter and resume via email to HR@coalitioncommunitiescolor.org, with the header "Advocacy Director Position — [your name]." No phone calls, please. Applications will be accepted on a rolling basis, but applications received before Monday, August 24, 2020 will receive highest priority and preference. Interviews are anticipated to be scheduled to begin the week of August 30, 2020.

You will be contacted if you are to be interviewed for this position.