

JOB DESCRIPTION

- Position:** Public Policy Director
- Reports to:** Executive Director
- Location:** Work from home anywhere in WA state. Seattle workspace available. Must be available to come to Olympia and Seattle periodically.
- Classification:** Exempt
- Pay & Benefits:** \$80,000 to \$90,000 DOE plus generous benefits:
- 35-hour work week
 - Annual pay increases per salary structure
 - 100% paid premiums for medical, dental, vision health insurance, 50% for dependents
 - HRA reimbursement
 - Student loan payment assistance (after 6 months)
 - 100% paid long-term disability and life insurance
 - Retirement contribution (after 6 months)
 - 3 weeks annual vacation accrual with periodic increases, 14 paid holidays, sick leave
 - Flexible, family-friendly work environment

Our mission is to mobilize our member programs and allies to end domestic violence through advocacy and action for social change. We improve how communities respond to DV and create a social intolerance for abuse, support our member programs, and inform the public. Guided by our [Theory of Change](#), we work to undo the root causes of violence, building racial equity, economic justice, and gender and reproductive liberation to create a world where all people can live and love freely without fear. WSCADV builds strength and unity across our widely diverse membership of domestic violence programs in rural, metro, Tribal, BIPOC, and cultural communities. Internally, our team approach facilitates the sharing of power and responsibility across staff positions.

This director position is responsible for:

- (1) Leading public policy strategy,**
- (2) Advancing WSCADV priorities through legislative and funding advocacy, and**
- (3) Engaging membership, ally groups, survivors, and constituents across the state, including those in rural, BIPOC, Tribal, and economically struggling communities.**

This position plays an important role in statewide public policy work, engaging and mobilizing our 70+ member organizations, and collaborating with like-minded groups. **Advancing race equity and community economic resilience in domestic violence-related public policy is a key component.** This means addressing the urgent needs for safety, freedom, and options for survivor households, as well as the underlying conditions that allow violence to continue. WSCADV has a 25-year track record of securing state and federal protections for domestic violence survivors, funding for services and prevention, and policies that increase survivor safety and options, such as ‘Paid Sick and Safe Leave’ and ‘Keep Washington Working.’

This position is an integral part of a team that includes a contracted lobbyist, a contracted analyst, and select staff. We have a friendly, flexible work environment where we value each person.

Regular day trips to Olympia during legislative session, periodic overnight travel, and ability to occasionally work evenings/weekends (e.g., legislative session) are required. *Valid driver's license and/or ability to travel, and proof of COVID vaccination, are required.*

Responsibilities

- 1) Lead and staff WSCADV's Public Policy program, including but not limited to:
 - (a) Provide leadership to advance our [Theory of Change](#) through public policy advocacy.
 - (b) Develop and propose WSCADV policy positions on a range of issues.
 - (c) Develop strategies for addressing the systemic harms experienced by survivors from BIPOC and other historically marginalized communities (for example, see ["Moment of Truth" statement](#)).
 - (d) Research, analyze, and monitor policy issues affecting survivors and their children, such as: Housing, public benefits/TANF, child custody, family law, victim-defendants, legal options, child welfare, reproductive justice, immigrant and farmworker rights, and issues affecting Indigenous survivors.
 - (e) Advocate for stable, equitable funding (e.g., government streams, VOCA State Plan) for community-based domestic violence survivor services.
 - (f) Engage, inform, and build working relationships with policymakers.
 - (g) Lead WSCADV's participation in state, regional, and national policy efforts.

- 2) Build statewide unity and strength on a shared public policy vision and priorities:
 - a) Communicate and maintain strong relationships with WSCADV's diverse statewide membership, by hosting meetings, facilitating discussions, conducting trainings and webinars, creating digital content, writing action alerts, etc.
 - b) Provide guidance to member programs on their engagement in policy advocacy, including their local efforts.
 - c) Build alliances to promote policy collaboration across issues, such as economic, reproductive, and housing justice, and immigrant rights.
 - d) Facilitate strategic involvement of survivors, BIPOC, rural, and politically diverse membership.

- 3) Lead and coordinate legislative and public policy advocacy:

- a) Supervise and work as a team with contracted lobbyist and a contracted legislative analyst, and work closely with staff subject matter experts.
 - b) Track legislation, read and comment on draft bills, write and provide testimony during legislative session, support constituents to give input or testify, and engage policymakers, on a timely basis.
 - c) Plan an annual Advocacy Day, participation in national advocacy days, and similar activities that mobilize membership and survivors.
 - d) Advance WSCADV priorities in state/federal legislative cycles, administrative codes, and rulemaking.
 - e) Meet and work with key policymakers, ally organizations, and state agencies.
- 4) Coordinate WSCADV representation on task forces, workgroups, and statewide committees on topics such as family law, child welfare, economic issues, criminalized survivors, and interventions for people causing harm.
 - 5) Supervise staff, interns, and contractors, as needed.
 - 6) Coordinate relevant grant and contract funds. Ensure timely completion of activities and compliance with requirements. Prepare and submit financial, data, and narrative reports.
 - 7) Teamwork: Perform other general staff duties related to WSCADV's [annual conference](#), [Refuse To Abuse® 5K](#), and other duties as assigned. Participate in learning activities, and perform all work in a manner consistent with WSCADV's [mission, Principles of Unity, and Theory of Change](#).

Qualifications

Desired Knowledge, Skills and Abilities:

- Minimum 5 years of experience in public policy, community organizing, legal advocacy, or coalition-building on domestic violence or related social justice issues.
- Minimum 2 years of experience in an organizational decision-making, leadership role.
- Demonstrated experience working on race, economic, and gender equity, as well as commitment to WSCADV's [mission, Principles of Unity, and Theory of Change](#).
- Demonstrated experience leading teams and supervising people from diverse backgrounds.
- Working knowledge of domestic violence survivor-driven advocacy and principles, and state/federal laws and policies that affect survivors. *Legal background not required.*
- Strong oral and written communication skills that meet the needs of different audiences, such as: rural, urban, Tribal member programs; survivors; elected officials; and the public.
- Strategic thinking, conflict resolution, and negotiation skills to lead to positive outcomes.

- Strong ability to work with domestic violence programs and survivors from different communities around the state.
- Demonstrated ability to manage multiple projects, including planning and time management skills to meet deadlines, while exercising good judgment independently.
- High degree of tact, discretion, and ability to maintain an engaging approach with policymakers, membership, and others, while recognizing a diverse range of communication styles and perspectives on public policy.

Preferred Qualifications:

- Working knowledge of the legislative process; experience at the state level is a plus.
- Familiarity with Washington State, including rural communities, BIPOC communities, Tribes, and LGBTQ, immigrant, and refugee communities, and their strengths and challenges.
- Spanish, ASL, or other oral/written proficiency in languages common to Washington is a plus.

For All Staff, we want to see:

- Knowledge of racial, economic, and gender justice issues or commitment to learning.
- Ability to foresee, solve problems and meet deadlines in a professional, positive manner.
- Strong ability to work collaboratively, build trust, and be flexible with coworkers, community partners, and organizations from a wide range of backgrounds.
- Demonstrated spirit of cooperation and ability to build positive working relationships in an interactive, productive, team environment.
- Working knowledge of Microsoft Office software.
- Flexible with ability to learn and adapt to changes in duties, processes, and technologies in an evolving nonprofit and as part of the movement to end violence.

HOW TO APPLY: Please submit the following package by email:

- 1) A cover letter summarizing your interest in and relevant experience and abilities for this position.
- 2) In your cover letter, include your response to this question: **What is a public policy position that WSCADV could adopt to improve safety and options for low-income, BIPOC, or other historically marginalized survivors?**
- 3) Your resume.

Email to: jobs@wscadv.org, subject line: **Policy Hiring – [your last name]**. Applications will be considered on a rolling basis. **Submit your application by *June 21, 2022*** to be considered in

the first screening. Position open until filled. Anticipated start is mid-July. No calls, please.

People with lived experience of domestic violence and from historically marginalized communities are encouraged to apply. The Washington State Coalition Against Domestic Violence is an Equal Opportunity Employer and does not discriminate on the basis of race, color, sex, marital status, sexual orientation, gender presentation, political ideology, age, creed, religion, ancestry, national origin, veteran status, and the presence of any sensory, mental or physical disability in employment, volunteer opportunities or services rendered.