

## Director of Advocacy and Public Policy

**POSITION OVERVIEW:** This position expands our ability to effectively advocate for and communicate public policies that will energize our efforts to end childhood lead poisoning and achieve healthier homes in Trenton by 2027. You will be part of the Lead Safe Trenton campaign that integrates our lead and healthy homes training, lead hazard control work and community education projects. Your role will be to support the development of dynamic and collaborative public policy initiatives and communication plans to address lead and other environmental health conditions for children and their families.



### RESPONSIBILITIES:

- ❖ Support the creation and implementation of a comprehensive plan for state and local policy change around lead and healthy homes
- ❖ Develop relationships with state-wide organizations, regional coalitions, local affiliates and key stakeholders to support healthy homes policy initiatives
- ❖ Advise NJ Legislature and local governments to generate public policy changes to support lead safety and healthy homes
- ❖ Support the development and execution of strategies and tactics in collaboration with grassroots leaders to advance policy priorities
- ❖ Educate elected officials, school personnel and other decision-makers about lead and health homes issues
- ❖ Work with Isles' Communications staff to create content for e-newsletter, policy alerts, and webpage to engage nonprofits, funders and others on policy developments and actions affecting lead and healthy homes. Create a regular schedule and process for policy communications.
- ❖ Write and edit issue briefs, testimony, policy reports, legislative leave-behinds and other policy-related documents, as well as resources for partnering non-profit organizations
- ❖ Write and post timely news items and web content on leading policy and advocacy issues

### QUALIFICATIONS:

- ❖ 5+ years of leadership experience in a related position or field based in non-profit or community-based setting
- ❖ Public policy advocacy (grassroots) and analysis of public policy proposals
- ❖ Tactical understanding of all primary social media platforms and marketing
- ❖ Media and public speaking
- ❖ Proficiency in Microsoft Office applications (Word, Excel, PowerPoint, Outlook).
- ❖ Knowledge or experience in lead and healthy homes field or issues preferred
- ❖ Connections with city, county, state, and federal policymakers preferred
- ❖ Experience with Salesforce preferred

**WHO WILL BE SUCCESSFUL:** The people who thrive on our team are passionate, visionary, curious, creative, open-minded, flexible, self-directed, and willing to learn from mistakes. They are also results-driven, detail-oriented, and responsible. They have:

- ❖ **Ambition and Vision** - Ability to take initiative, be proactive, and come up with your own list of projects and priorities; a wide degree of creativity and latitude; self-motivated
- ❖ **Personality and Eloquence** - Exceptional written and verbal communication skills; must be a confident and persuasive communicator and presenter; ability to represent Isles in a professional and personable manner and build relationships with a wide-range of people

through public speaking and networking; ability to use both “head and heart” methods of persuasion, drawing on both data and success stories to demonstrate a point

- ❖ **Mission-Related Knowledge** - Passion for Isles’ mission, especially related to environmental health
- ❖ **Positive Workstyle** - Ability to work with a positive and professional attitude and with diverse personalities, in a team or individually; excellent organizational skills, and a high level of attention to detail

**Position Details:** Exempt, 40 hour/week position, Flexible schedule. Starting Salary: \$57k to \$65k DOE

Applicants should send a cover letter, resume and recent writing sample to [hr@isles.org](mailto:hr@isles.org) no later than 12/15/17. Your application materials should demonstrate why you’re a good fit for this position and what *specific* skills, experience, talents, and interest you’ll bring to the table.