

Senior Advisor for Gun Policy and Operations, Office of Mayor Lori Lightfoot

The Office of the Mayor is seeking an experienced policy professional to serve as a Senior Advisor for Gun Policy and Operations in the Office of Public Safety.

Essential Duties

- Develop relationships with key State and local representatives and work with the Mayor's Office of Intergovernmental Affairs (IGA) to advance the Mayor's gun policy agenda and other key public safety issues;
- Convene and coordinate with City agencies, community-based organizations, and community members to organize support among key stakeholders for gun policy legislation;
- Partner with academic, philanthropic and advocacy partners in supporting efforts for new gun policy legislation;
- Provide oversight and management and assist the Department of Law and the Chicago Police Department in the development, implementation, and coordination of reforms related to the 2019 Consent Decree between the State of Illinois and the City of Chicago;
- Serve as the Mayor's Office liaison to the Cook County State's Attorney's Office, Illinois Attorney General's Office, U.S. Attorney's Office, and other law enforcement partners;
- Oversee operational needs for the Office of Public Safety and relevant City agencies including the Chicago Fire Department, the Chicago Police Department, the Office of Emergency Communications and Management, and the Civilian Office of Police Accountability;
- Provide support and represent the Mayor's Office in understanding and escalating operational challenges related to City agencies including, but not limited to, personnel concerns, crisis management, and communications needs;
- Manage Policy and Operations Analyst who is responsible for execution of day-to-day operational needs for the Office of Public Safety and relevant City agencies; and
- Other duties as assigned.

Qualifications

Applicants must have a Juris Doctor (JD), a Master of Public Policy (MPP), or a master's degree in another relevant field and have a minimum of 5 years of relevant experience.

Knowledge, Skills, and Abilities

Ideal candidates will possess the following:

- Subject matter expertise in gun policy and evidence-based policies and practices to reduce gun deaths and injuries;
- Demonstrated experience working in policy development;
- Experience in police oversight, criminal justice reform, and legislative affairs preferred;
- Legislative process knowledge and expertise preferred;
- Strong track record of managing multiple streams of work and ability to understand complex systems;
- Ability to work with government stakeholders and knowledge of City operations;
- Excellent organization and time management skills, detail-oriented and able to work both independently and under minimal supervision;
- Ability to supervise and manage others;

- Ability to take initiative, problem solve, prioritize duties and balance competing priorities while meeting deadlines and working well under pressure; and
- Strong interpersonal skills to develop and maintain cooperative, professional and productive work relationships with a variety of stakeholders.

To apply, please submit a resume to lauren.speigel@cityofchicago.org