



Advocates for Justice and Education, Inc.

The Parent Training and Information Center for the District of Columbia

JOB ANNOUNCEMENT FOR FULL-TIME DIRECTOR OF ADVOCACY

In 1996, Advocates for Justice and Education, Inc. (AJE) was created to increase parental involvement in the education of children. AJE uses a parent empowerment model to address educational inequities in the District of Columbia (DC), including school exclusion, unequal access to programs and services, and uneven implementation of local and federal education laws. We strive to address injustices caused by the failure to provide appropriate educational options for all children. AJE's mission is to empower families, youth, and the community to be effective advocates to ensure that children and youth – particularly those with disabilities - receive access to appropriate education and health services.

JOB SUMMARY:

AJE seeks a Director of Advocacy to lead the work of its advocacy program which builds upon the foundation of AJE's mission and approach to supporting families in DC. The goal of the advocacy program is to effectively engage parents in advocacy efforts beyond their individual issues to collective systemic issues to achieve educational and health equity through systems change. The Director of Advocacy will have a strong focus on building and maintaining relationships and leading the implementation of the advocacy program plans, including parent organizing initiatives. The Director of Advocacy reports to the Executive Director and serves on AJE's management team.

PRINCIPAL RESPONSIBILITIES:

- Supervise AJE's organizers (parent and community) and current AJE advocacy/policy campaigns, projects (including education justice and health equity projects), and initiatives.
- Serve as lead strategist on AJE's advocacy/policy campaigns and organizing initiatives.
- Develop strategies and solutions for advocacy/policy issues that are important to AJE's families and identify tools needed to leverage and maximize family-led advocacy.
- Build relationships, organize, and engage families to help build a cohesive and strategic approach to their advocacy efforts.
- Conduct education and training modules for families to build knowledge and capacity to engage in relevant organizing and advocacy efforts.
- Work closely with families to support their individual advocacy goals and needs.
- Track, monitor, analyze and respond to federal and local education/special education and health issues that affect AJE families.
- Help build a cohesive and strategic advocacy/policy agenda that complement a family-led advocacy agenda, write, and present testimony, and create advocacy and policy fact sheets and publications.
- Build and maintain relationships with partner organizations, coalitions, foundations, schools, government agency directors and staff, elected government officials and other key stakeholders.
- Engage in outreach efforts to families, schools, agencies, health care providers, professionals, and other stakeholders.
- Help develop and strengthen AJE's brand and messaging, and support AJE staff in their communications.
- Lead in the development of compelling narratives around AJE's campaigns and ensure all actions and messaging reinforce AJE's brand and values.
- Support interoffice communication about events, campaigns, legislations and other AJE activities.
- Help to maintain an effective organizational social media presence and produce web content, including newsletters, blogs, etc.

- Assist the Executive Director in developing program budgets, fundraising plans, soliciting funds, writing proposal to support AJE's advocacy program and overall fundraising work.

QUALIFICATIONS:

- Bachelor's degree required. Graduate degree preferred.
- Five years of progressively responsible leadership experience in community organizing, union organizing, issue-based advocacy or policy work that engages the public and 2 -5 years of management experience.
- Experience in project development, implementation, and management.
- Experience working and communicating with diverse communities and in leading successful advocacy campaigns.
- A commitment to a progressive vision of racial, social, and economic justice and deep understanding of how these intersect, especially around issues of education, disability, and health.
- Excellent public speaking and presentation skills, as well as strong written communication skills.
- Ability to independently plan and manage multiple tasks, projects, and priorities effectively to meet deadlines.
- Strong interpersonal and communication skills; ability to interact professionally and work collaboratively with people from diverse backgrounds and communities.
- Strong computer skills, including proficiency in Microsoft Office; experience with data management systems, data analysis tools, social media platforms and other electronic tools, including websites.

PREFERRED, BUT NOT REQUIRED:

- Familiarity with the unique challenges facing DC communities
- Familiarity with education, special education, health care and disability service delivery systems in DC

SALARY: \$80,000 - \$85,000

TO APPLY:

Applicants should e-mail a resume, cover letter and three references to information@aje-dc.org with the subject line: **Director of Advocacy – [your last name]**. **Applications received by October 29, 2021, will receive priority consideration.** We will accept applications until the position is filled with the goal of filling the position by mid-November.

Advocates for Justice and Education is an Equal Opportunity Employer. We strongly encourage women, persons of color, LGBTQ+ individuals, persons with disabilities and persons from other underrepresented groups to apply.