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## **DIRECTOR OF POLICY AND STATEWIDE COMMUNITY ENGAGEMENT**

The Advocacy Center, a legal services non-profit organization in New Orleans, LA, seeks a qualified candidate to join our team as the Director of Policy and Statewide Community Engagement.

The Director of Policy and State-wide Community Engagement should be passionate about protecting, empowering, and advocating for the human and legal rights of people with disabilities and special needs populations. The Director will work closely with the Executive Director and Management Team and will be responsible for:

- Developing a coordinated agency-wide Government Relations plan and providing Policy Analysis;
- Legislative Engagement; Community Outreach; Promoting and Assisting in the Development of Community Based Programming; and
- Overseeing Direct Services and Community Integration Programs designed to be responsive to community/statewide needs.

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### **Essential Functions**

1. Coordinates the development and execution of a strategic government relations plan for the organization at the local, regional and federal levels to ensure that policies, legislation and regulation is proposed that promotes equity and inclusion for the people we serve.
2. Plans, monitors, and coordinates the reporting on program related matters;
3. Regularly attends management meetings and provides input regarding planning, coordination and evaluation of agency activities;
4. This position requires frequent travel and the Director must have the ability to travel frequently throughout the state of Louisiana.
5. Well-organized with good analytical and systems management abilities; Ability to pay attention to details and handle multiple priorities.
6. Excellent written and verbal communication skills.

### **Requirements**

- Bachelor's degree in public relations, business or related discipline; Juris Doctor or Master's degree in Social Policy, Political Science, Public Administration, is preferred
  - Five to seven years experience in a human service environment, two of which are in a supervisory or policy and planning capacity.
  - Dependable automobile, valid driver's license and current liability insurance.
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This position is based in our New Orleans, LA office and will be classified as an exempt position. If you are interested in this position, please review the essential functions and requirements as seen below.

Resumes (including cover letter and references) must be in Microsoft Word or Adobe PDF format and will be accepted by email or fax only. Resumes can be submitted to [hr@advocacyla.org](mailto:hr@advocacyla.org) or by fax to (504) 273-6040. No phone calls will be accepted. Advocacy Center is an Equal Opportunity Employer.

Salary: \$50 - \$80k annually, DOE

