



Job Description: Policy Manager

Founded in 2016, EdAllies is a Minnesota-based education advocacy nonprofit that partners with schools, families, and communities to ensure that every young Minnesotan has access to a rigorous and engaging education. We advance policies that put underserved students first, remove barriers facing successful schools and programs, and foster an inclusive conversation about what's possible for students.

To learn more, visit www.edalliesmn.org.

POSITION

EdAllies is seeking a Policy Manager to join our team in summer 2019. The position will support EdAllies' policy work, helping build and support campaigns that advance high-quality school options for Minnesota students. The Policy Manager will collaborate with the Senior Policy Director to advance EdAllies' policy work at the Capitol; build coalitions of school leaders, educators, and families; and provide support to help stakeholders understand the impact of policy in both the legislative and implementation stages. The Policy Manager will play a lead role on issues related to charter school quality and parent choice, while supporting on other issues. The Policy Manager will work to strengthen EdAllies' presence in policymaking spaces, providing support for key advocacy functions while also building relationships with and elevating the voices of educators and families. The Policy Manager will have a passion for family empowerment and the ability to manage multiple priorities in a fast-paced environment.

The Policy Manager will work out of the EdAllies office in Minneapolis and will report to the Senior Policy Director.

RESPONSIBILITIES

Responsibilities include but are not limited to:

- Seeking out, building, and maintaining positive working relationships with partners across the education landscape, including schools and school leaders, educators, parents, community leaders, and fellow advocates;
- Working with partners to understand key opportunities and barriers, and developing and executing advocacy campaigns grounded in student needs;
- Assisting in the development of strategic campaigns to drive meaningful policy change;
- Developing materials to support student-centered policy initiatives, grounded in the needs of local stakeholders, relevant research, and understanding of political landscape;
- Supporting the team's legislative work by building relationships with policymakers and legislative staff, scheduling and attending meetings and hearings, reporting back to the team with relevant updates and opportunities, and helping coordinate testimony and other advocacy tactics;
- Keeping partners informed of key policy issues to advance legislation, implement policy, and support their ongoing engagement in advocacy; and
- Collaborating closely with team members to advance EdAllies' mission and vision, and serving as a public-facing ambassador for the organization.

QUALIFICATIONS

Candidates should possess a strong commitment to EdAllies' mission, and to education equity more broadly. The ideal candidate has:

- Strong relationship-building skills with demonstrated experience working in diverse communities;
- Strong communication skills, including comfort with public speaking and strong writing skills, with the ability to convey accurate, persuasive messages to multiple audiences;
- Experience facilitating coalitions and/or organizing groups around advocacy goals;
- Familiarity with the political and legislative processes;
- Familiarity with local education landscape through work in and/or advocacy for schools preferred but not required;
- Commitment to principles of parent choice and student-centered improvements to education systems;
- Ability to work in a fast-paced, rapidly changing environment, self-direct and prioritize among competing goals, and to work both independently and collaboratively;
- A commitment to integrity (doing what's right, even when it is uncomfortable), transparency, candor, and collaboration;
- 2+ years of experience in education and/or advocacy work; and,
- Commitment to operating with EdAllies' core values of equity, inventiveness, humility, honesty, and courage.

COMPENSATION

The position pays an annual salary of \$55,000-\$60,000, based on qualifications and experience. EdAllies also provides a comprehensive benefits package that includes medical and dental insurance, paid leave, matching retirement contributions, and more.

HOW TO APPLY

Interested candidates should send the following to Bethany Israelson, Operations Associate at bisraelson@edalliesmn.org, with "Policy Manager Application" in the subject line:

- cover letter and
- résumé.

Deadline: Priority given to applications submitted by June 2.

EdAllies is an equal opportunity employer.

We strongly encourage applications from diverse candidates. All decisions regarding recruiting and hiring will be made without unlawful discrimination on the basis of race, color, national origin, ancestry, sex, sexual orientation, gender identity or expression, religion, age, pregnancy, disability, work-related injury, covered veteran status, political ideology, genetic information, marital status, or any other factor that the law protects from employment discrimination.