



JOB DESCRIPTION: Full Time Associate Director of Policy & Advocacy

FLSA Classification Exempt

Salary/ Compensation \$70,000 - commensurate with experience **Reports to** Co-Executive Director

Anticipated Start Date April 2022

Summary

Youth Rise Texas works to create the conditions for young people to rise from systems of oppression. Our leadership pipeline works to put youth at the forefront of healing our communities and winning demands that safeguard or realize rights. That work includes work to end the systems that criminalize POC and those who are undocumented. We do this by engaging in transformative organizing and addressing youth as whole people through our six programs. All of our programs create the conditions for youth to be healed and transformed in the service of the work. We have developed an organizing methodology, strategy and infrastructure to create a youth-centered agenda that prepares us for the next 10 years of transformative change in Texas. The Associate Director of Policy & Advocacy is a senior position responsible for a significant program of strategy; data collection and analysis; program development and implementation. The Associate Director of Policy & Advocacy reports to the Executive Director and plays a leadership role in the organization and its networks.

Essential functions

Reasonable accommodations may be made to enable individuals with disabilities to perform these essential functions.

The core responsibilities of this role include:

- Co-Develop and implement the organizational strategy to end parental removal • Develop a Texas Legislative and Federal government policy agenda and advocacy strategies for YRTX centered on youth, policing, immigration, and health policy
- Manage and implement YRTX's programs, strategic messaging, and policy campaigns in a manner that creates the conditions to end parental removal and support progressive policy reform • Develop data on parental removal and the impacts of policing on youth and their families • Support multiple research projects in the issue advocacy space
- Cultivate and maintain relationships with local and state government decision-makers, and policymakers at all levels in the Greater Austin, TX area, including leading or participation in strategic coalitions and campaigns.
- Work with partners across Texas and the United States to reform the criminal-legal-immigration system • Participant in coalition building strategies at the national level, and maintaining key relationships with partner organizations
- Review and comment on local policies and budget/spending plans with impacts youth, policing, immigration, and health policy
- Oversee the distillation of Texas policy and develop tactics to mobilize YRTX to take legislative action • Support Elections cycle work
- Represent YRTX before governing bodies, policymakers, and the general public.

Supervisory responsibilities

The Associate Director of Policy & Advocacy is not responsible for the supervision of Youth Rise Texas staff at this time but may be responsible for management of staff in the future. Because of the nature of Youth Rise

Texas' leadership and developmental management model, all staff engage in projects that require upward, horizontal, and downward personnel management as appropriate.

Required Education, Experience and Competencies

- Minimum of five years demonstrated work experience with grassroots, issue based and/or legislative campaigns
- A broad understanding of Texas policies that pertain to communities of color is required; experience in immigration and/ or policing issues is especially helpful.
- Ability to analyze and articulate legal concepts and other complex issues and to communicate them to a variety of audiences
- Proven track record of managing and navigating legislative processes
- Evidence of successful planning and project management
- Strong research and analysis skills; a "quick study" on a dynamic array of issues.
- Experience analyzing and interpreting legislative and regulatory language.
- Strong research, written and verbal communications skills and an eye for detail
- Strong advocacy, consensus-building, coalition-building, and leadership skills; demonstrated ability to work collegially and collaboratively with other staff and other organizations; demonstrated ability to work with groups and individuals across the political spectrum.
- Demonstrated commitment to community organizing and ability to work constructively with grassroots partners.
- Experience managing staff and volunteers
- Commitment to social change through building the capacity and power of young people to change their communities and to participate directly in changing public policies.
- All Youth Rise Texas employees are required to have:
 - A belief in the power of youth
 - A successful history of working with collaborative teams
 - Enthusiasm and openness to participate in staff-wide political education
 - Enthusiasm and openness to participate in YRTX's model of youth leadership and engagement
 - Ability to manage transitions with humor and determination

Work environment

Youth Rise Texas is a small, intergenerational staff (> 20) that includes teens, young adults, and those who have long careers in non-profit and social justice work. We work to intentionally build community, relate and attend to each other both as co-workers and as individuals, and make space for everyone's continued learning, growth, personal and professional development. Our physical business offices are located in Austin, TX. During the COVID period, all staff have the option to work from home part- or full-time, and we limit the number of staff who can be in the office at any given time.

Physical demands

This role requires the ability to walk for periods of time, and light physical activity.

Affirmative Action/EEO statement

It is the policy of Youth Rise Texas to provide equal employment opportunities without regard to race, color, religion, sex, national origin, age, disability, marital status, veteran status, sexual orientation, genetic information, or any other protected characteristic under applicable law.

Other duties

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities, and activities may change at any time with or without notice.