



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, 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 expand its parent empowerment model through the development of an advocacy program that builds upon the foundation of AJE's mission and approach to supporting families in the District. The advocacy program will be designed to effectively engage parents in advocacy efforts beyond their individual issues to collective systemic issues at all levels of the education system (local educational agency, city, and state education agency) to ensure children have equitable access to programs and services and educational laws and policies are fairly implemented. The Director of Advocacy will have a strong focus on building and maintaining relationships and leading the project of developing infrastructure and support for the advocacy program and its implementation. The Director of Advocacy reports to the Executive Director and serves on AJE's management team. In 2020, the Director of Advocacy will focus primarily on developing a 3-year plan for the advocacy program, including a parent organizing initiative.

PRINCIPAL RESPONSIBILITIES:

- Supervise AJE's parent organizer and current AJE advocacy/policy campaigns 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 at the school, city, and state levels
- 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 and special education 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, 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 the development of AJE's advocacy program and overall fundraising work.

QUALIFICATIONS:

- Bachelor's degree required. Graduate degree preferred
- Five years of progressively responsible experience in community organizing, union organizing, issue-based advocacy or policy work that engages the public
- Experience working and communicating with diverse communities; advocacy for individuals and families with low income
- A commitment to a progressive vision of racial, social, and economic justice and deep understanding of how these intersect, especially around issues of education and disability
- 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 and meet deadlines
- Strong interpersonal and communication skills; ability to interact professionally and work collaboratively with people from diverse backgrounds
- 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, and disability service delivery systems
- The ability to read, write, and speak Spanish

TO APPLY:

Applicants should e-mail a resume and cover letter to information@aje-dc.org with the subject line: Director of Advocacy. **Applications received by July 31st will receive priority consideration.** We will accept applications until the position is filled with the goal of filling the position by late August.

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