



## FEDERAL POLICY DIRECTOR

SIECUS seeks a strategic, driven, and creative Federal Policy Director to lead national policymaker and partner education, advocacy, and lobbying; assist in shaping state policy support and engagement; and produce related resources and publications. The ideal candidate will have the ability to think and communicate at both the 30,000 foot-level as well as dive into the weeds of sexuality education policies, funding, and practices, balancing proactive and defensive grassroots mobilization strategies.

**About SIECUS:** SIECUS is a national nonprofit organization dedicated to affirming sexuality as a fundamental part of being human, one that is worthy of dignity and respect. We advocate for the right of all people to accurate information, comprehensive education about sexuality, and sexual health services. We focus our work in education, policy, and strategic communications and through these strategies promote lifelong sexual health and well-being.

**Job Responsibilities:** The Federal Policy Director, based in SIECUS' office located in downtown Washington, DC and reporting to the President & CEO, is responsible for the following:

- Leading the development and execution of federal policymaker education, advocacy, and lobbying strategies
- Managing key coalition partnerships and mobilization, serving as an active participant in partner coalitions, working groups, and ad hoc actions and activities
- Developing advocacy resources for key stakeholders, policymaker champions, and national partners
- Shaping key legislative priorities, related materials, and outreach and support activities
- Leading efforts to represent SIECUS and participate in stakeholder conferences and other convenings
- Supporting efforts to integrate and engage state and community partners in federal policy activities
- Directing the monitoring, tracking, and reporting on federal policy actions
- Supervising SIECUS' Policy Analyst and other fellows, and/or interns as appropriate
- Contributing to the development of SIECUS' external communications, publications, and other materials
- Providing other organizational support as necessary

### Qualifications:

- Minimum of 6–8 years of related policy and advocacy experience (this can include extended internships/fellowships, ongoing volunteer work, and part-time work)
- Significant experience engaging in legislative or policymaking processes and/or advocacy efforts
- Coalition leadership, project, and staff management experience
- Demonstrated ability to produce quality work in both a team environment and independently
- Established ability to multi-task, work well under pressure, and manage competing priorities
- Experience anticipating and identifying potential challenges and taking proactive steps to address them
- Excellent written and verbal communications skills with a proven track record of writing clear, structured, and persuasive communications (e.g., factsheets, talking points, action alerts, briefs, etc.) with high attention to detail
- Commitment to advancing sexual and reproductive education, health, rights, and justice

### Preferred:

- Prior experience working for or with Congress or federal agencies and/or with sexual and reproductive health, rights, or justice organizations
- Working familiarity with the appropriations process, sexuality education politics, policies, programs, and practices

**To Apply:** Please submit a cover letter, one-page writing sample, and resume to [hire@siecus.org](mailto:hire@siecus.org) with the subject line “[Your Name] – Federal Policy Director.” Applications will be reviewed on a rolling basis beginning November 30, 2017.

**Salary:** \$70,000–\$75,000 (Exempt)

**Benefits:** 12 sick, 10 vacation, and 3 personal days per year; 11 paid holidays and office closure between December 24–January 1; employer-covered medical and dental insurance; and long-term disability, life, and AD&D insurance.

*SIECUS is an equal opportunity employer, committed to inclusive hiring and dedicated to diversity in our work and staff. We do not discriminate on the basis of sex, gender, race, ethnicity, age, religion, disability, gender identity, or sexual orientation.*