



## Job Announcement

### ACLU Foundation of San Diego & Imperial Counties

### Policy Advocate

The ACLU Foundation of San Diego & Imperial Counties (ACLUF-SDIC) is seeking a full-time Policy Advocate.

The ACLUF-SDIC is a not-for-profit 501(c)3 civil liberties and civil rights organization working to advance equality, freedom, and justice. ACLUF-SDIC affiliate covers the length of California's border with Mexico. Our work is accomplished in conjunction with our 501(c)4 organization, the American Civil Liberties Union of San Diego & Imperial Counties. Both organizations have the same overall mission. Two separate corporate entities allow us to conduct a broad range of work to protect and advance civil liberties. There are 40 staff members, 23 board members, and an annual combined budget of \$5.4 million.

The ACLUF-SDIC is also part of the ACLU Foundations of California, a collaboration of the three ACLU affiliates in California. The ACLU's California offices are located in San Diego, El Centro, Los Angeles, Santa Ana, San Bernardino, Bakersfield, Fresno, San Francisco, and Sacramento. Together, the three affiliates have more than 200,000 members and 200 staff people in California. In addition, we work collaboratively with our sister affiliates along the U.S-Mexico border and collaboratively with the National ACLU. In addition to our sister organizations, the ACLU values partnerships and collaboration with community organizations and groups across the state and along the border.

The ACLUF-SDIC utilizes an integrated approach to our work and has a proven track record of success combining litigation, policy advocacy, legislation, research and analysis, public education, strategic communications, and community organizing to achieve meaningful social change.

As we move into a new era and face dangerous policies that threaten our civil rights and civil liberties, we remain dedicated to confronting these issues and defending the progress we have made. We must use our decades of experience in impact litigation, legislative advocacy, and organizing to fight these un-Constitutional policies and protect our most cherished rights and freedoms.

#### **Position Overview**

We are looking for an enthusiastic individual, eager to take on an unparalleled opportunity to work as part of our local team to support efforts to achieve policy change protecting and advancing civil liberties in the field of police accountability and transparency. The successful applicant will understand how to determine priorities, work in coalitions, and develop actions by what will move our work forward.

As a member of the Advocacy team and working in coordination with the Deputy Advocacy Director, the Policy Advocate will identify policy change opportunities, conduct policy research and writing, develop issue campaigns and messaging, mobilize constituencies and coalitions, and work with decision-makers.

#### **Specific Responsibilities:**

- Identify opportunities for policy change at the local, state, and national levels, with a focus on advancing accountability and transparency within law enforcement agencies;
- Work with statewide ACLU teams to pursue policy changes to advance the organization's agenda;
- Assist in policy research and fact-finding;

- Help build and/or expand and manage a network of organizational and individual partners in relevant issue areas;
- Provide expertise to policymakers, the press, and coalition partners;
- Lead local policy advocacy campaigns;
- Assist in organizing and execution of coalition and community events;
- Complete assigned project-related tasks on an as-needed basis;
- Contribute to other projects as needed by the organization;
- Other duties as assigned.

### **Our “Must Haves”**

- A demonstrable commitment to civil liberties and civil rights;
- Minimum 3 years of experience with progressive responsibility and a proven track record in developing and leading successful policy advocacy and/or political campaigns;
- Knowledge of state and local government politics;
- Ability to explain complex policy principles in simple terms;
- Technical Skills: Strong proficiency with the use of software platforms and high degree of comfort with multiple technology applications, including Excel, Word, PowerPoint, databases, and website applications;
- Demonstrated ability to maintain high-quality interactions and clear and consistent communications with team members and organizational partners;
- Ability to negotiate, compromise and problem solve in coalition settings;
- A demonstrated commitment to race equity, dismantling white supremacy and incorporating a structural power analysis into the work, with knowledge and understanding of how power is manifested in matters of race, ethnicity, age, gender, sexual orientation, gender identity, gender expression, religion, ability and socio-economic circumstances.

### **What Else You Should Know:**

The ACLU Foundation of San Diego & Imperial Counties is an equal opportunity employer. We are committed to maximizing the diversity of our team and want to involve all those who can contribute to our inclusive culture. We encourage applications from women, people of color, persons with disabilities, lesbian, gay, bisexual, and transgender individuals, veterans, and people with arrest records and/or convictions.

### **Compensation**

Salary dependent on experience. Excellent benefits include four weeks paid vacation; 13 office holidays; medical and dental insurance for staff members, and their families; life and long-term disability insurance; and 401(k) plan with employer match.

### **What Now?**

Please submit a cover letter explaining your interest in and qualifications for the position as detailed in this announcement, a current resume, names and contact information of three professional references (including at least one supervisor), and writing sample from recent policy work you have undertaken. Kindly put “ACLUF-SDIC Policy Advocate – your name” in the subject line of your email. If possible, please combine all documents into one PDF file.

Electronic applications are preferred. Please email to [jobs@aclusandiego.org](mailto:jobs@aclusandiego.org)

However, hard-copy applications can be mailed to:

ACLU of San Diego & Imperial Counties  
ATTN: Deputy Director  
PO Box 87131  
San Diego, CA 92138-7131

**Please send application package by April 12, 2019**

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