



CHILDREN'S ALLIANCE

A Voice for Washington's Children, Youth & Families

Early Learning Policy Director

Job Announcement, December 11, 2017

The Children's Alliance Early Learning Policy Director leads the organization's public policy advocacy related to early learning. This work is focused on early learning as a key strategy to close the opportunity gap facing children in low-income families and children of color.

The position is a member of the policy staff and reports to the Deputy Director. This is a full time position at 37.5 hours/week. Health, dental, and other benefits included. The salary is \$60,000/year. Desired start is January 2018.

Major Responsibilities:

- Develop and advocate for state and federal early childhood policies that will close the opportunity gap through greater access to high quality early learning, including Pre-k
- Advocate administratively for effective policy implementation focused on advancing racial and ethnic equity
- Develop and implement legislative, communications, and mobilization strategies for early learning, in alignment with Children's Alliance value of achieving racial and ethnic equity
- Provide internal leadership of early learning policy work, ensuring integration of organizational communications, mobilization, and legislative relations
- Represent the Children's Alliance externally in early learning and education policy
- Build and maintain relationships with coalition and organizational partners, funders, policymakers, state agency staff, and a wide range stakeholders
- Work with the Early Learning Action Alliance to develop and implement a unified early learning advocacy agenda
- Work with a variety of state and national partners on policy development and advocacy
- Develop and disseminate written materials
- Supervise early learning policy staff including hiring, orientation, regular supervision, professional development, and evaluations
- Share responsibility for fund development, including grant planning, writing, and reporting and other strategies
- Participate in organizational activities, such as staff workgroups, membership and community meetings, fund development, trainings, etc.

Qualifications

- Solid understanding of early childhood development and research related to quality early learning settings, racial and ethnic equity, and child outcomes

- Knowledge of Washington’s Early Childhood Education and Assistance Program (ECEAP)
- Significant understanding of how early learning can close the opportunity gap facing children in low income families and children of color
- At least three years of early learning policy experience
- At least three years of experience with public policy analysis and advocacy, preferably at the state legislative level
- Experience advocating administratively for effective policy implementation
- Experience working with diverse communities and commitment to racial and ethnic equity in process and outcomes and undoing institutionalized racism
- Experience integrating expertise of people directly affected by public policies into policy development and policy advocacy
- Proven ability to work effectively with a variety of people and public and private organizations
- Ability to work nimbly, seize opportunities, and respond to challenges
- Staff supervisory experience, including experience leading teams and developing skills of co-workers
- Excellent oral and written communications skills, including group facilitation, persuasive communications, and public speaking and presentations
- Computer proficiency and social media experience
- Outstanding attention to detail
- Commitment to the mission of the Children’s Alliance and passion for and interest in furthering the work of a child advocacy organization

Requirements:

- Flexible hours, including evening and weekend work as needed
- Out of office work for meetings and events several times per week
- National travel 3-4 times/year
- Ability to be in Olympia (1-2 days/week) during the state legislative sessions

Please fill out our optional affirmative action form (<http://bit.ly/AAform4WAkids>) and submit letter of interest and resume to:

Early Learning Policy Director, Children’s Alliance

718 6th Ave S.

Seattle, WA 98104

FAX 206.325.6291

EMAIL job@childrensalliance.org with ELPD in subject line (**email is preferred**)

Resumes will be accepted until the position is filled. Children's Alliance is an equal opportunity employer working toward a culturally diverse and competent work place.