



Director of Policy Advocacy Job Description

The Los Angeles Black Worker Center (LABWC) was founded fifteen years ago to address the Black jobs crisis in Los Angeles. Our mission is to increase access to quality jobs, reduce employment discrimination, and improve industries that employ Black workers through action and unionization. We are seeking an advocate who demonstrates alignment with our values of liberation for the most marginalized Black workers to lead our work alongside LABWC members to build power via policy advocacy strategies.

This role reports directly to the Co-Executive Director of Organizing and Programs and serves as a pivotal member of both the LABWC Leadership Team. The Director of Policy Advocacy will provide internal leadership to set strategy and may directly supervise staff across project teams, as well as external leadership to strengthen organizational partnerships, direct consultants, and facilitate collaborative work plans. The successful candidate will show high self-direction, sound professional judgment, and strong interpersonal communication as well as a familiarity with relevant government policy making and enforcing processes.

Duties & Responsibilities

- Effectively steward and strengthen LABWC's relationships with external stakeholder groups, coalitions and organizations—including City, County, State and Federally elected officials, government agency staff, Black advocacy groups, worker led and worker advocacy groups, news media, and philanthropic organizations—helping to identify shared interests, build mutual trust, advocate for and build capacity for worker led, data proven policy making and enforcement.
- Policy Research Development: Coordinate externally with government, academic, community and labor partners and coordinate internally with the Worker Justice Organizing Committee's Political Education (sub) Committee (WJOC PEC) to identify emerging worker issues and monitor relevant policy trends to inform, create, and align LABWC's policy advocacy agenda.
- Policy Expertise & Capacity Building: With extensive knowledge of policy making processes, systems change and community organizing campaigns, build the capacity of LABWC members, LABWC staff, and close external collaborators to identify impactful levers of actionable policy change based off research findings for the City, County, State and Federal levels. Collaborate with the LABWC Operations & Finance team to maintain meticulous records of any lobbying activities.
- Establish 501c4 entity to advocate for Southern California's Black worker population: Coordinate internally with the Operations and Finance team, the Worker Justice Organizing Committee's Political Education (sub) Committee (WJOC PEC), and the leadership of the Southern California Black Worker Hub for Regional Organizing to establish a 501c4 entity. This entity will run in close alignment with the LABWC's mission and vision, to run grassroots policy and electoral campaigns engaging Black voters and building Black worker leadership to advance a legislative agenda and candidates that explicitly support Black worker liberation. .
- Other duties as assigned.



Qualifications:

- Strong skills and experience navigating local and state policy processes and advocacy with elected officials; including but not limited to educating lawmakers, navigating policy creation, coordinating local and state lawmaker visits, strategizing to move supporters to action, and identifying and neutralizing/redirecting opposition
- Understanding of comprehensive campaign strategies with 2 or more years of experience is a plus.
- Ability to understand and articulate the LA BWC vision, mission, and theory of social change and organize others to align their diverse self-interests with the interests of Black workers
- Ability to cultivate internal and external public relationships that are intentionally accountable, reciprocal, and transparent
- Excellent analytical, written and verbal communication skills;
- Proficiency in Microsoft Office and Google programs including Outlook, Word and Excel; Docs, Sheets and Slides;
- Commitment to social and economic justice and/or lived experience with the Black Jobs Crisis

This position is available immediately. Full-time position, \$90,000- \$95,000 annual salary range, plus a comprehensive benefits package that includes medical, dental, vision, life insurance, flexible spending account, generous paid time off, and retirement plans with matching and employer contributions to eligible employees!

HOW TO APPLY TO JOIN THE TEAM

This position is open for immediate hire. Email your resume and cover letter to careers@labwc.org and add "*Director of Policy Advocacy*" in the subject line. We do not accept phone inquiries.

*LABWC is an equal opportunity employer committed to a diverse and inclusive workforce. In addition, the organization will consider employment-qualified applicants with criminal histories in a manner consistent with the requirements of the Los Angeles Fair Chance Initiative for Hiring. The LABWC is also an affirmative action employer. **Members of the African Diaspora, including Men, Women, LGBTQ, Returning Citizens, and Afro-Latino, ARE STRONGLY ENCOURAGED TO APPLY***

