



ORGANIZATIONAL MISSION & VISION

Causa works to improve the lives of Latino immigrants and their families in Oregon through advocacy, coalition building, leadership development, and civic engagement. Latino immigrants and their families are the heart of Causa and inspire, implement, and champion our work. Causa envisions a world where all people have the opportunities and resources needed to thrive. We envision a community that welcomes and values the contributions, strengths, and assets of Latino immigrants and their families.

POLICY DIRECTOR OVERVIEW

The Policy Director is responsible for providing the vision, leadership, and analysis necessary to shape policy that maximizes the goal of an immigrant-inclusive Oregon.

POSITION RESPONSIBILITIES

- Collaborate with community organizations and organizers to identify policy problems, policy solutions, and a plan of action for community advocacy around these solutions. Formulate a step-by-step vision for policy reform in Oregon, based on extensive research and in collaboration with Causa's advocacy and civic engagement coordinator.
- Participate in the execution of policy-based campaigns around immigration issues in collaboration with partners and collaborators. Provide analysis and track progress at each step.
- Build and manage relationships with national, state, and local level elected officials.
- Produce policy materials for advocacy efforts such as one-pagers, talking points, and organizational statements in collaboration with communications staff.
- Evaluate the successes and failures of other movements for social change, and connect the goal of immigrant-inclusiveness with other inclusive and anti-discrimination enterprises working on policy in related contexts (such as the private prison divestment campaign, institutionalized discrimination such as Black Lives Matter, and gender and sexual minority-oriented campaigns).
- Serve as a policy expert for organizations, campaigns, and media interested in immigration issues at the local and state levels.
- Establish and leverage relationships with organizations at the national level to bring lessons learned and successful state/local policy concepts to Oregon.
- Attendance and participation in monthly Causa staff meetings and supervisor check-ins. Timely submission of reimbursements, timesheets, and other organizational needs.
- Creation of an annual, personal work plan; Submission of an annual report.



REQUIREMENTS & QUALIFICATIONS

- Minimum 3 years' experience in policy advocacy, policy research, or a related field.
- Knowledge of the current immigration and political environment, and immigration legal & policy terms and processes.
- Demonstrated experience working with a diversity of partners to achieve a common policy goal.
- Prior management/supervision experience.
- Strong oral communication, research, organization, and writing skills.
- Strong interpersonal skills; ability to build trust and maintain genuine relationships.
- Ability to work effectively in a fast-paced environment; must be well organized, detail-oriented.
- Ability to work independently, with supervision, and as part of a team.
- Bilingual (Spanish/English) is preferred.

HOW TO APPLY:

Please send a cover letter, resume, and list of references to andrea@causaoregon.org. Applications will be accepted until the position is filled.

Causa is an equal opportunity employer committed to a diverse, multicultural work environment. People of color and people of diverse sexual orientations, gender expression, and identities are encouraged to apply.

ADDITIONAL INFORMATION

- Supervisor: Causa Executive Director
- Location: This position can be based out of Causa's Salem or Portland offices.
- Duration: Full time position for a 12 month period, potential for extension depending on funding.
- Hours: 1.0 Full Time Equivalent (40 hours/week), some weekends and travel included.
- Compensation: \$48,000-\$52,000 DOE, full medical and dental coverage, paid vacation.