



Job Announcement

Position title: Policy and Advocacy Director
Position type: Full-time, Exempt
Location: Oregon
Salary range: \$110,000 - \$125,000
Closing date: Open until filled, with preference given to candidates who apply by March 5, 2024.
To apply: Submit a resumé, cover letter and writing sample. For application submission guidelines and reasonable accommodation requests, see below.

About Foundations for a Better Oregon

[Foundations for a Better Oregon](#) (FBO) is a statewide nonprofit organization advancing Oregon's commitment to support every child to learn, grow, and thrive. As a state-level intermediary organization, we bridge philanthropy, policymakers, community, and system actors to engage in shared learning, capacity building, and aligned action to realize a shared long-term vision for Oregon children.

Work Environment

FBO is a small, fast-paced, and nimble organization working collaboratively with partners across sectors and across Oregon. We strive to work effectively and with integrity in pursuit of [our mission and vision](#), upholding [our values](#) amid diverse perspectives, beliefs, identities, and backgrounds. We are a learning-driven organization supporting honest reflection, courageous dialogue, and a commitment to continuous improvement as a team and as a state.

This position can be based anywhere in Oregon with occasional travel year-round, and increased travel during legislative sessions. FBO maintains a flexible hybrid working environment with an office in Portland's Central Eastside. Teammates are expected to attend in-person staff meetings and other in-person meetings as scheduled.

Position Description

Leading FBO's policy and advocacy portfolio, this position calls for an adaptable and resourceful thinker and doer who can help us constructively question and reimagine policies and practices impacting Oregon children. As an intermediary organization, we are seeking a teammate who draws from the wisdom of lived experience, subject matter expertise, and data and research to uplift overlooked or new solutions. This requires a dynamic leader skilled at designing and facilitating inclusive convenings; building trust and understanding with peers and partners; and identifying root causes while navigating complex systems; and mobilizing interconnected strategies for change.

The Policy and Advocacy Director will advance FBO's mission and vision in the following ways. As work naturally evolves, other responsibilities, priorities, and opportunities may emerge.

Policy and Systems Change Leadership

- Lead FBO's policy strategy and portfolio, including conducting ongoing analysis to strategically advise and support FBO's systems change efforts.
- Work across FBO's strategic priorities and initiatives to cultivate statewide engagement, understanding, and inform aligned systems change efforts.
- Lead and direct policy research, conduct landscape scans, and facilitate internal policy discussions and learning.
- Inform and support FBO strategic planning and impact evaluation.
- Inform and support FBO's communications strategy to advance organizational objectives.
- Inform FBO budget development and funding asks.
- Manage staff and consultants, as needed.

Community and Systems Support

- Engage in authentic relationship-building statewide with partners in community, policymaking, system leadership, and philanthropy.
- Provide strategy, learning, and organizing support for partner networks, coalitions, and other collaborations.
 - Support and sustain the Oregon Partners for Education Justice (OPEJ) network.
 - Design and facilitate inclusive and accessible opportunities for shared learning, skill building, and peer-to-peer support among FBO partners.
 - Design and maintain FBO's internal processes related to ongoing engagement, convening, and collaboration with partners.
- Develop curriculum, toolkits, and other resources to support partners in community, state leadership, and philanthropy to deepen understanding of policies, systems, players, and solutions
- Collaborate with the FBO team to plan and organize key convenings, conferences, and trainings, including our biennial legislative summit and inaugural learning fellowship for state legislators.
- Provide ongoing strategic counsel and policy expertise to community partners and state and system leaders, as needed.
- Develop policy related analysis and timely updates that can be shared in written memos, presentations, or workshops to engage a broad range of constituents.

Advocacy and Organizing

- Lead FBO's state-level advocacy and support partners to meaningfully engage in the policymaking process.
 - Engage regularly with state legislators, legislative branch staff, and executive branch policy staff in the Governor's office and the Oregon Department of Education.
 - Monitor and identify advocacy opportunities during legislative sessions and other state-level proceedings involving agencies, boards, commissions, and task forces.
 - Oversee advocacy campaigns, including co-designing policy and advocacy strategy, organizing partners, facilitating advocacy trainings, and developing advocacy materials and testimony.
 - Oversee and collaborate with FBO's contract lobbyists.
- Monitor and support successful implementation of policies prioritized by FBO and partners.
- Support community partners and other allies seeking guidance or assistance with policy advocacy and/or civic engagement strategies, as needed.
- Participate in peer advocacy networks and coalitions, work groups, and other forums for collaboration, as needed.
- Build and cultivate relationships with the education sector lobby and other key stakeholders.

Key Attributes

- A strong listener with the ability to develop authentic and trusting professional relationships with diverse partners and stakeholders.
- A humble leader with deep commitment to equity and belief in community as experts.
- A nimble changemaker with the flexibility to respond and adapt to emerging opportunities, shifting conditions, and evolving needs.
- A curious learner with deep commitment to continuous improvement and professional growth.
- A self-starter and proactive problem solver with a high level of initiative and follow-through.
- Ability to balance competing needs and prioritize work flow.
- Ability to provide and receive regular and constructive feedback.
- Ability to cultivate creativity, play, and hope.

Key Skills and Qualifications

- Five years of experience in nonprofit, government, philanthropic, or education sectors, with public policy, research, and/or community organizing experience preferred.

- An understanding of the education system’s impact on children and youth who are historically and currently underserved and commitment to centering impacted communities in solutions.
- An understanding of Oregon’s political landscape and the state’s role and responsibilities related to education.
- An understanding of the levers and conditions for systems change, including structural change, relational change, and narrative change.
- Strong leadership and facilitation skills, with ability to facilitate constructive collaboration and communication among teammates and partners.
- Strong written and verbal communication skills, with ability to demystify complex systems, translate complex information, and build shared understanding across lines of difference.
- Strong project management skills, with ability to design, delegate, execute, monitor, and assure high-quality work within timelines and budgets.

Compensation and Benefits

- Annual salary between \$110,000-125,000
- Employer-paid medical and dental insurance
- 401(k) Retirement Savings Plan with qualified match and contribution
- Section 125 Flexible Benefits Plan (FSA)
- Generous paid vacation, holidays, sick leave
- Professional development opportunities
- Monthly technology or parking/transit stipend, as negotiated
- Hybrid work environment

Public Health Protocols

FBO is committed to following the most recent public health guidelines and to preventing the spread of illness. All FBO employees are expected to be vaccinated against COVID-19 or able to provide documented medical or religious exemption prior to beginning employment.

Application Process

Please email a resumé, a cover letter indicating your interest in the position, and a brief writing sample (no more than three pages) to careers@betteroregon.org with “Policy and Advocacy Director” included in the subject line.

The position is open until filled, with preference given to candidates who apply by March 5, 2024. We will respond to all candidates by email.

Foundations for a Better Oregon is committed to providing reasonable accommodation to qualified candidates and employees who experience disability. If you would like to request a reasonable accommodation during the application process, please advise at the time you apply by emailing careers@betteroregon.org or calling 503-542-5325.

Foundations for a Better Oregon Is an Equal Opportunity Employer

FBO is committed to providing an environment that is free from discrimination and harassment with respect to race, color, ethnic background, religion, gender, age, socioeconomic status, sex, sexual orientation, political beliefs, affiliations, disability, or marital or veteran status.