POLICY AND ADVOCACY ASSOCIATE FOR HOUSING AND ECONOMIC SECURITY:

Citizens’ Committee for Children of New York (CCC) is a nonprofit, multi-issue child advocacy organization that combines research, advocacy, and civic engagement to advance well-being and achieve equity and justice for all New York’s children. Our unique approach to child advocacy is fact-based and relies on partnerships between our staff and volunteers on CCC’s Board and Advocacy Council to effectively engage elected and appointed government officials, City and State agency leaders, direct service colleagues, philanthropic partners, and New Yorkers at large. Within the workplace, CCC is intentional about cultivating an environment that values inclusion, teamwork, and fellowship.

CCC is seeking a Policy and Advocacy Associate for Housing and Economic Security to join a team of staff advocating for systemic policy change to enhance the lives of children and families in New York City and State. This Associate will be responsible for managing a portfolio focused on addressing issues related to housing, homelessness, income supports, and economic security. The ideal candidate is one who is passionate about the wellbeing of children and families in New York, has experience developing community partnerships and/or working in coalitions, and has demonstrated success advancing budget, policy, and legislative priorities related to housing justice and economic security. This Policy and Advocacy Associate will report to the Associate Executive Director for Policy and Advocacy.

CORE RESPONSIBILITIES:

• Developing budget, policy, and legislative priorities;
• Analyzing city and state budgets and legislation;
• Writing and providing public testimony at budget and oversight hearings;
• Meeting year-round with elected and appointed government officials;
• Developing, leading, and participating in stakeholder workgroups and coalitions;
• Developing advocacy products, including reports, op-eds, one-pagers, policy memos, press releases, and take action campaigns;
• Coordinating rallies and advocacy days in NYC and Albany.

KEY SKILLS & QUALIFICATIONS:

• Excellent writing and communication skills.
• Highly motivated self-starter with capacity to multi-task and ability to work both independently and collaboratively across teams.
EVERY CHILD HEALTH, HOUSED, EDUCATED, SAFE

- At least four years of work experience in government or advocacy arenas on issue areas related to children, with a focus on issues related to homelessness, housing justice, and/or economic security, or a combination of relevant work experience and lived experience;
- A demonstrated record of success in effectively advancing budget, policy, and/or legislative priorities;
- Ability to engage and work with a diverse set of stakeholders across government, philanthropy, communities, advocacy and social services sectors;
- Strong research and analytic skills.

Salary and Benefits:

This is a full-time salaried position with a starting salary of $70,000 annually, and a comprehensive benefits package, including: health and dental insurance; 11 paid holidays; 22 vacation days, 4 personal days, and 20 sick days per year; and 403b plan with employer/employee contribution.

Citizens’ Committee for Children is an equal opportunity employer that actively seeks to recruit and retain a diverse staff, and especially encourages applications from people of color, persons with disabilities, and LGBTQ+ candidates.

To Apply: Please send resume, cover letter, three references, and writing sample to careers@cccnewyork.org with “Policy and Advocacy Associate” in the subject line.