

GENDER / JUSTICE

Now Hiring:

Advocacy and Engagement Manager

Reports to: Advocacy Director
Position Status: Exempt, Salaried; (40 hours/week).
Salary: \$58,000 - \$65,000/year plus benefits.
Remote/hybrid during COVID-19; Office in St. Paul, MN

To apply: Submit PDF resume and cover letter to hire@genderjustice.us.
Application will be considered on a rolling basis, with preference given to applications received by **Sept 11, 2022** – please apply before this date if possible. Include “Advocacy and Engagement Manager” in the subject line.

Organization:

Gender Justice is a 501c3 nonprofit legal and policy advocacy organization based in St. Paul, Minnesota working to advance gender equity through the law. We work to create a world where everyone can thrive no matter their gender, gender identity or expression, or sexual orientation. Central to this work is dismantling the legal, political, and structural barriers to gender equity. We represent clients directly in state and federal court and before administrative agencies in impact litigation cases. In addition to pursuing justice through the legal system, we also advocate for policies that expand gender equity, and seek to educate and shape public understanding about gender barriers. We take a movement-based approach to our work and are committed to working in partnership with other organizations and groups directly affected by gender inequity. We’re a small but mighty organization looking for the newest member of our ambitious, highly-effective, and growing team.

Position Summary:

The Advocacy and Engagement Manager will work hand-in-hand with the Advocacy Director to manage advocacy, education, and public engagement initiatives across projects, coalitions, and partnerships. Specifically, the Advocacy and Engagement Manager will lead our work with the Rights, Faith & Democracy Collaborative, a coalition (Gender Justice, Take Action MN,

OutFront MN, and Jewish Community Action) working to develop collaborative strategies to counter efforts to use religion as a license to discriminate. This role also takes the lead on advocacy and education work supporting the rights of transgender youth and transgender athletes. A large part of this role will be working on managing, building, and deepening the organization's coalition work and increasing our effectiveness at demonstrating public support for our initiatives.

Key Duties/Responsibilities:

- Provide project management for the program area in partnership with the Advocacy Director.
- Co-coordinate the Rights, Faith, and Democracy Collaborative with a partner at OutFront MN to share information across partners, identify opportunities for collaboration, and amplify partner work.
- Manage the organization's work around transgender equity in sports, including community outreach, managing testifiers on bills, cultivating relationships with grassroots leaders/issue influencers, providing training for groups, and working with sports entities to implement inclusive policies. Also involves managing relationships with local and national advocacy partners.
- Work on other collaborative project efforts, including the organization's work to address harms caused by crisis pregnancy centers and its participation in the Combating Hate Coalition.
- Work with the Advocacy Director on legislative-session-related work, including monitoring bill introductions and progress, building and maintaining relationships with state and local legislative and agency staff, and other tasks as needed.
- Plan and execute rapid response and supporter engagement strategies during legislative session and throughout the year using EveryAction advocacy tools, social media, and other avenues for coordinating grassroots and constituent support for our agenda/issues, with support from the Communications Director.
- Work with the Communications Director to develop support materials for the organization's advocacy projects, such as talking points, bill one-pagers, fact sheets, and messaging guides.
- Manage intake of requests, decision-making about which opportunities to take, and staffing for public-facing events for Gender Justice, including Pride booth and other community event tabling, coordinating speaking requests for staff members, etc.
- Manage and track sign-on letter requests.
- Projects, coalition participation, and other tasks are likely to change over time.

Qualifications:

- Demonstrated policy or governmental advocacy experience is required. Knowledge of the legislative process in Minnesota, existing relationships with lawmakers is a plus but not required.
- A college degree is NOT required.
- Knowledge about one or more policy areas this position will cover is necessary, as well as a desire to deepen one's knowledge about these issues.

- Confidence and success in building and developing relationships. Existing positive relationships with allies and advocates in our space is a plus, but not required.
- Strong verbal and written communication skills, including engaging style for persuasion and moving people to take action. Should enjoy writing/speaking on our issues.
- Strong organizational, project- and time-management skills, including the ability to manage multiple tasks simultaneously and independently.
- An overall orientation towards collaboration is crucial -- a big part of this job will be working with others to accomplish goals, both colleagues at Gender Justice and partner organizations. This approach should feel second nature to you, not like something you have to force yourself to do. This is not a job for someone who frequently feels “it would be easier if I could just do this alone.”
- Demonstrable success with previous project management responsibilities. Previous coalition management experience is preferred. Some experience working in coalition required.
- Political savvy and good judgment.
- Commitment to our mission and values, which include racial, social, and economic justice in addition to gender justice.
- Experience working with BIPOC communities and gender diverse, transgender, and/or nonbinary people/communities.
- Passion for being a part of and working to deepen our organizational practices and culture as an empowering, inclusive, supportive workplace for people of color, transgender and nonbinary folks, and others who face systemic oppression.
- Sense of humor and a commitment to a diverse, collaborative work environment.

Employees are eligible for employer-subsidized health and dental insurance (\$85 pre-tax employee premium contribution per month), unlimited paid discretionary leave, and 3% employer-match to an IRA. 12-weeks fully paid parental and medical leave for employees working at least 20 hrs/week after six months.

Gender Justice is an equal opportunity employer. We seek to build a staff reflective of our values of equity and inclusion with regard to race, culture, ethnicity, class, religion, physical ability, age, gender, gender identity, and sexual orientation. As an organization working in solidarity with the reproductive justice, economic justice, and racial justice movements, Gender Justice is committed to fostering the leadership of women, people of color, Native and indigenous people, LGBQ and trans people, immigrants, and others living in marginalized communities.