

**Organization:** Strategic Concepts in Organizing & Policy Education (SCOPE)

**Position:** Policy & Research Associate

SCOPE builds grassroots power to eliminate structural barriers to social and economic opportunity for low-income communities of color. As a membership-based organization, SCOPE fills a critical niche in the movement for social change—organizing marginalized communities of color and poor and working-class residents to ensure that they have an equal voice in the decision-making process and the necessary pathways to realize opportunities for advancement.

Established in 1993 in response to the 1992 civil unrest in South Los Angeles, SCOPE successfully employs community organizing, leadership development, strategic research, and alliance building to win policies and programs that create employment and training opportunities for marginalized workers, prioritize low-income communities for public investment, and support a healthy, thriving local community. SCOPE's campaign strategies are grounded in the interests and perspectives of South Los Angeles residents, who are largely African American, Latinx and immigrant, and live on the frontlines of pollution and poverty.

SCOPE currently seeks a Policy & Research Associate to inform campaign strategy and deepen our political analysis on workforce, equitable development and environmental justice issues. The work of the Policy & Research Associate includes: research, analysis and tracking of state and local policy; developing policy recommendations; data collection, preparation and analysis; and developing policy briefs, reports, and other tools to educate staff, policymakers, grassroots members and the public on relevant issues. The Policy & Research Associate will work under the Research Director and with the Campaign Team to produce high-quality research and policy analysis to reframe policy debates, engage directly affected communities, and help move campaigns forward.

**Policy & Research Associate Responsibilities:**

*Policy Analysis*

- Research, analyze and track local and state policy, regulation and issues related to SCOPE's strategic campaigns
- Draft policy positions and recommendations based upon SCOPE's mission and campaign goals
- Develop policy briefs, materials and tools to educate staff, grassroots members, policymakers and the public on relevant policy issues

*Research & Writing*

- Support the development and implementation of primary research and data collection to inform campaign, organizing, and civic engagement strategy
- Coordinate and produce of research briefs, reports, and research-related materials
- Support the development of participatory research methods and popular education research trainings
- Contribute to collaborative research projects with strategic allies, grassroots members, and research and academic institutions

**Position Qualifications:**

- A demonstrated commitment to social justice and a familiarity with the intersecting policy issues that affect low-income communities of color
- At least 2 years of experience related to relevant policy and research areas
- Enjoys and excels at conducting rigorous research and policy analysis
- Excellent writing skills and attention to detail
- Strong analytical skills and ability to distill complex information into clear recommendations
- Able to take initiative and direction
- Proven success working independently and as part of a team, meeting multiple deadlines, and prioritizing tasks

- Experience implementing quantitative and qualitative research projects
- Familiarity with a justice and equity-driven approach to research and policy development

**Preferred Qualifications:**

- Proven experience with relevant data sets, policy, and decision-making processes in one or more of the following areas: workforce/economic development; equitable development; climate and environmental justice
- Strong public speaking skills
- Experience conducting sectoral analysis and/or industry research
- Familiarity with the Los Angeles City, County and California policy landscape and governance processes

**Compensation:** \$45,000-\$55,000 dependent upon qualifications and experience, plus a generous benefits package

**Please submit a cover letter and resume to:**

SCOPE/HR | [kharris@scopela.org](mailto:kharris@scopela.org) | 1715 W. Florence Avenue, Los Angeles, CA 90047 | (323) 789-7920

People of color, women and LGBTQ individuals are encouraged to apply.