

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

**Position:** Policy Director

**Employment Type:** Full-Time, Exempt, Staff Position

**Position Description:** the Policy Director leads the development and implementation of policy and electoral interventions that build grassroots power and advance our systemic change goals. The Policy Director will work closely with the management team to build the power, momentum, and capacity to advance our long-term agenda. This position requires policy advocacy experience, leadership, vision, and a strong understanding of grassroots organizing.

**Organization Overview:** SCOPE builds grassroots power in low-income communities of color to eliminate economic, environmental and racial disparities. Established in 1993 in response to the 1992 civil unrest in South Los Angeles, SCOPE's work is grounded in the needs and priorities of South LA residents, who are largely African American, Latinx, and immigrant, and live on the frontlines of pollution and poverty. As a membership-based organization, SCOPE plays a critical role in the movement for systemic change—organizing marginalized communities of color and poor and working-class residents to ensure that they have a powerful voice in the decisions that impact them. SCOPE organizes communities, develops grassroots leaders, builds alliances, and engages in strategic research and communications to advance policy solutions that shift power and resources to low-income communities of color.

**Essential Duties & Responsibilities:**

*Political and Policy Work (60%)*

- Researches and provides critical analysis on economic and environmental justice issues to develop policy positions, priorities and proposals that advance SCOPE's long-term goals
- Leads the collaborative development, implementation and evaluation of policy goals and advocacy strategies
- Oversees the development of policy and budget briefs, reports, fact sheets, power mapping, research projects, etc. to advance policy campaigns
- Represents SCOPE before local, county and state decision-makers and regulatory agencies
- Builds and maintains relationships with strategic allies and decision-makers, including elected officials, unions, key political allies, etc.
- Monitors and analyzes relevant legislation, laws, and regulations to inform strategy
- Provides leadership in coalitions, networks and key meeting spaces
- Ensures consistent political analysis and voice in SCOPE's external communications
- Works closely with the Director of Programs to advance grassroots-led policy solutions and electoral campaigns as part of an integrated power building strategy
- Provides strategic guidance to the President & CEO and Management Team and informs organizational talking points
- Drafts legislative language as needed

*Capacity and Leadership Development (30%)*

- Provides supervision and thought partnership to a team of staff and consultants as needed to collectively advance department, campaign and organizational goals
- Identifies, develops and implements trainings, systems, and tools for staff and grassroots membership to inform their political analysis and strengthen their advocacy skills
- Oversees the development of participatory research methods and policy-related popular education materials
- Actively participates in Management Team meetings to as the organization's primary political strategist

Organizational and Administrative Duties (10%)

- Works with Administrative/Development staff to inform grant reports and budgets
- With the Development Director, provides strategic leadership to maintain and grow the campaign-related budgets of SCOPE and SCOPE Action, the 501c4 arm of SCOPE
- Supports in the development and implementation of staff events, trainings and meetings as needed

**Position Qualifications:**

- 5-7 years of successful experience in policymaking, advocacy, and political strategy development
- Demonstrated commitment to social justice and a strong understanding of the intersecting issues that shape material conditions in low-income communities of color, as well as their root causes
- Excellent research and writing skills with the ability to synthesize complex language and ideas
- 5+ years of leadership experience working on progressive campaigns that integrate multiple strategies, including research, policy advocacy, and communications
- Excellent understanding of the political moment at a local, state and national level and familiarity with the Los Angeles political landscape
- Familiarity with local, county and state budget and legislative processes
- Familiarity with climate, workforce development, and/or public investment policy, with significant expertise in one of these areas required
- 3+ years of supervisory experience
- Excellent judgment and strategic mindset
- Experience directing communications and digital organizing strategies
- Excellent time and work management skills, with significant experience developing work and campaign plans
- Strong interpersonal and relationship building skills across diverse backgrounds
- Actively builds a culture of collaboration, accountability, and integrity
- Ability to develop persuasive talking points and written materials
- Proven ability to cultivate relationships with decision-makers, diverse stakeholders, and unlikely allies
- Familiarity with 501 c4 structures preferred

**Employment Type:** This is a full-time, exempt position. Exempt employees are expected to work the appropriate and necessary time within reason in order to complete key assignments and related tasks on schedule.

**Compensation & Benefits:** Competitive salary range dependent on experience, fully paid benefits (health/dental/vision), 401k, generous vacation and sick time, professional development, and room to grow professionally. SCOPE is a values-based organization committed to challenging discrimination and oppression in the hiring process.

**To Apply:** Send 1) cover letter and 2) resume via email to [info@scopela.org](mailto:info@scopela.org). Please include "Policy Director" in the subject line. The position is open until filled.