



Job Announcement

Casa de Esperanza: National Latin@ Network for Healthy Families and Communities

Job Title

Assistant Director for Public Policy

Position Description

The Assistant Director for Public Policy will help advance the implementation of Casa de Esperanza's public policy initiatives, consistent with the philosophy, values and mission of Casa de Esperanza: National Latin@ Network for Healthy Families and Communities.

Organizational Overview

Casa de Esperanza is a social change organization that has over 30 years of experience working to mobilize Latinas and Latino communities to end domestic violence. Casa de Esperanza also coordinates the national Latin@ Institute on domestic violence under a division of Casa de Esperanza called the National Latin@ Network for Healthy Families and Communities (National Latin@ Network). As a national institute, Casa de Esperanza is also a member of a network of national organizations that work to support domestic violence intervention and prevention efforts across the country. The National Latin@ Network addresses these challenges through approaches that include promoting multidimensional public policy initiatives, conducting research that promotes culturally responsive and effective strategies, and providing training and technical assistance nationally.

Responsibilities

- Help develop and ensure the implementation of a national Latin@ public policy agenda to prevent and eliminate domestic violence that engages a variety of individual and institutional stakeholders from across the country.
- Monitor and analyze relevant federal legislation and policies.
- Assist in drafting recommendations for the development of legislation and policies that are responsive to the needs and realities of Latin@ communities and are consistent with the mission of the organization and the National Latin@ Network initiative.
- Expertly communicate to internal and external stakeholders the impact of relevant laws and public policies affecting Latin@ communities.
- Assist in the development of tools and in providing technical assistance to federal grantees and Latin@ domestic violence/sexual assault organizations.
- Actively participate in various national policy work groups, initiatives, forums, etc., which advance policy priorities.
- Participate as a member of the coordinating team for the National Latin@ Network (NLN).
- Work in conjunction with the Training and Research divisions of the NLN in the development of position papers and other materials.
- Write alerts and policy updates for the website and newsletter of the NLN.

- Represent the agency as needed in national and international forums, programmatic initiatives, partnerships, conferences, etc.
- Provide presentations and trainings at conferences or other training events in order to enhance the dissemination of information and advance the organization's policy goals.
- Assist in coordinating the NLN's Policy Advisory Council.
- Provide timely briefs and strategic information to the Board of Directors, the Management team, and the Policy Advisory Council as requested.
- Ensure timely and complete data collection and reporting for funders of public policy as well as internal stakeholders such as the Board of Directors.
- Other duties as assigned.

Qualifications

Desired Skills and Abilities:

- Bilingual (Spanish/English) preferred.
- Demonstrated superior skills in effective oral and written communication.
- Demonstrated excellent interpersonal and collaborative skills.
- Experience in policy advocacy.
- Creative problem-solving and analytical thinking skills.
- Ability to manage multiple priorities to ensure work is completed in a timely and productive manner.
- Knowledge of and ability to use computers and other resources to effectively accomplish work.
- Willingness and ability to travel to various locations for meetings and events.
- Significant knowledge of the Latin@ community and domestic violence issues.
- Ability to work independently and as part of a collaborative team (including other staff, other organizations, and other professionals).

Working Conditions

- Casa de Esperanza: National Latin@ Network strives for a fully inclusive work environment and expects all employees to fully accept all co-workers and participants regardless of race, religion, language, age, country of origin, sexual orientation, or gender identity.

To Apply

Send cover letter and resume to Carol Zapfel at czapfel@casadeesperanza.org. Applications received before Oct. 29 will be given priority; however, the position will remain open until filled.

Job Site Location

The position is located in Washington, DC.

Salary

Competitive salary, based on qualifications and experience. Casa de Esperanza is an equal opportunity employer.

Learn more about the organization at www.Casadeesperanza.org and www.Nationallatinonetwork.org