



BUILDING BETTER LIVES

## Voices for Illinois Children

### Position Title: Policy Advocacy Director

#### Background

[Voices for Illinois Children](#) is a nonprofit, nonpartisan, statewide advocacy organization that is dedicated to sound public policies which support children's optimum learning and development. We work across multiple issue areas – including education, health and human services, family economic security and state fiscal policy – to improve the lives of children of all ages. Voices embraces a “whole child” approach in policy and advocacy work, encompassing all of what children need – cognitive, physical, social and emotional – to ensure their optimum development.

#### Position Summary

Voices for Illinois Children has an immediate, full-time opening for a Policy Advocacy Director. This person will provide leadership with respect to policy advocacy, government relations and building advocacy relationships with a wide range of stakeholders. Voices is looking for candidates with extensive experience in working in the legislative process and who have experience and/or knowledge of issues impacting children and their families (e.g. early childhood development, education, family economic security, health and mental health, or child welfare). A willingness to spend significant time at the state Capitol in Springfield and a minimum of 5 years of directly related experience are required.

#### Position Reports to: President

#### Primary Responsibilities

- Developing Voices' state and federal legislative agenda in coordination with Voices' staff and key allies across the state.
- Formulating advocacy strategies that will be executed to support those agendas, also in coordination with Voices' staff and key allies across the state.
- Assuring timely communication with staff members and others about legislative developments, events and actions.
- Participating in leadership of statewide collaborations that move Voices' agenda forward.

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- Being an effective advocate and spokesperson for Voices' policy positions to a variety of stakeholders, using a variety of communication approaches.
- Writing issue briefs, fact sheets, e-mail alerts, op-ed pieces, and other related materials.
- Giving presentations to policymakers, advocacy groups, community organizations, business groups and other audiences.
- Providing technical assistance in response to requests from policymakers and advocates.
- Assisting the President with Board and external relations as requested.
- Participating in staffing the Board Policy and Program Committee.

### **Qualifications**

- Experience in the legislative process, preferably in Illinois.
- Solid understanding of the politics of the policy-making process, including the budgetary process.
- Interest in and knowledge of state and federal policies affecting children and families.
- Effective inter-personal skills.
- Excellent writing and communication skills, including the ability to discuss public policy issues in clear, concise and cogent language.
- Ability to communicate effectively with diverse audiences, including news media, about complex policy issues.
- Graduate degree in a relevant field or equivalent experience.
- Ability and desire to supervise, support and mentor other staff.
- Ability to spend significant time in Springfield from January to June. Travel requirements vary, but trips to the Capitol may be very frequent during the legislative session.

**Compensation**

Voices for Illinois Children offers a competitive salary and generous benefits package. We have a flexible work environment with excellent opportunities for impact and growth. Voices for Illinois Children is an equal opportunity employer.

**Application process**

Mail, fax or e-mail resume, one-page letter summarizing your interests and qualifications, 2-3 writing samples, and salary history and expectations to:

Ms. Mel Cameron, Administrative/Development Associate  
Voices for Illinois Children  
208 S. LaSalle St., Suite 1490  
Chicago, IL 60604

E-mail: [mcameron@voices4kids.org](mailto:mcameron@voices4kids.org); please include "Policy Advocacy Director" in the e-mail subject line. Fax: To the attention of Mel Cameron, 312-456-0088.