



Michigan

Policy Strategist Job Description

Overview

For nearly 100 years, the ACLU has been at the forefront of every major civil liberties fight in our country's history. The ACLU of Michigan, founded in 1959, is a nonprofit, nonpartisan, public interest organization dedicated to the defense and expansion of civil liberties and civil rights in Michigan. Whether it's reducing the prison and jail population, achieving full equality for the LGBTQ community, reducing immigration detention, or ending unjust laws that strip people of their fundamental right to vote, we take up the toughest civil liberties issues to defend all individuals from government abuse and overreach. We are a passionate, highly motivated group of lawyers, public policy experts, lobbyists, community organizers, communicators, and fundraisers, and we're looking for exceptional talent to join our team.

The ACLU is deeply committed to racial equity and social justice and is driven to act on these core values. This is an incredibly exciting time to join the ACLU. We are building a more expansive advocacy infrastructure to increase our effectiveness to eradicate racial and social inequities in Michigan by building power from within the communities most impacted. Applicants must be able to recognize ways our identities intersect and play out in the work, especially with communities we serve, and must demonstrate the cultural competency to work with a diverse team as well as with historically marginalized communities. The ideal candidate possesses the necessary judgement to recognize ways the ACLU of Michigan can listen, understand, engage, and use its resources to create equitable change alongside historically marginalized communities.

Position Description

The Policy Strategist is responsible for advancing the ACLU of Michigan's agenda guided by our organizational policies and annual strategic goals. Working closely with key staff and stakeholders, the Policy Strategist will use integrated advocacy tools, including legislative and policy change, coalition building, and communication

campaigns designed to support policies that promote civil rights and civil liberties. The successful person in this role will be highly collaborative, requiring participation within strategic coalitions, diverse communities, and lobbying state and local lawmakers, to develop impactful advocacy plans while integrating and ensuring coordination of ACLU organizational priorities.

The Policy Strategist is part of the Political Department and must have policy development and implementation experience, and a curious and strategic mindset. Experience working on core ACLU issues is a plus. The Policy Strategist reports to the Legislative Director.

ACLU-MI COVID-19 protocols are evolving, though we are currently functioning remotely with the option to work in an ACLU-MI office. During the COVID-19 pandemic, it is understood that face-to-face meetings with colleagues may be replaced by phone contact and video meetings, facilitated with ACLU-MI operations support. The ACLU will provide equipment for remote work.

RESPONSIBILITIES

- Analyze the civil liberties implications of local and state policy and work with key staff and stakeholders to advance policies aligned with ACLU organizational objectives.
- Draft testimony, fact sheets, and summaries regarding the ACLU position on civil liberties issues, policies, and campaigns; develop advocacy materials and produce written products for internal and external audiences.
- Develop working relationships with local and state lawmakers and administrators, agencies, associations, and interest groups important to promoting and protecting civil liberties.
- Build and participate in coalitions by fostering, strengthening, and nurturing alliances with potential partner organizations and targeted community members and groups.
- Develop and implement public education and engagement strategies to advance ACLU policy goals; engage in public education activities that increase public awareness and opportunities to engage on organizational objectives.
- Act as a spokesperson with the media and at public events, including providing testimony during government hearings.

QUALIFICATIONS

- Three years of experience in advocacy on legislative or policy changes or political organizing and campaigning.
- Experience leading teams; ability to listen, guide, and support people to achieve common goals.
- Ability to build and maintain effective relationships with a broad range of stakeholders and constituencies, and those directly impacted by civil liberties issues.
- Ability to analyze policy and articulate legal concepts and issues.
- Strong writing and communication skills.
- Ability to keep organized in a fast-paced environment, to manage several projects simultaneously, and to adjust to changing demands.
- A commitment to diversity; a personal approach that values the individual and respects differences of race, ethnicity, age, gender, sexual orientation, religion, ability, socio-economic circumstance, and lived experience.
- Proficiency with computers, project management tactics, and adapting to changing technologies.
- Willingness and availability to travel throughout Michigan, including Lansing, and work beyond the traditional 9-5 hours as necessary.

PERSONAL CHARACTERISTICS

- Commitment to advancing civil liberties and the ACLU's values, mission, and campaign goals.
- Takes initiative and demonstrates follow-through.
- Creative, results-oriented, self-starting, and eager to learn.
- A team player who inspires collaboration and functions decisively and with flexibility; a person who assumes the best from colleagues and who resolves conflicts directly.
- Works productively and conducts oneself with a calm and professional demeanor when dealing with the public and/or difficult situations.

SUPERVISION: The Policy Strategist is supervised by the Legislative Director.

Compensation: The salary range for this position is \$70,000 to \$75,000 depending on experience. Benefits include paid vacation; 100% employer-paid medical, vision, and

dental insurance for staff and eligible dependents; a 401(k)-retirement benefits plan with employer match; life insurance; and long-term disability insurance.

APPLICATION PROCEDURE

To apply, please submit a detailed letter of interest outlining your qualifications, any other information helpful for our review of your candidacy, and the contact information for three references. We prefer your application in digital form emailed to openpositions@aclumich.org; please specify **Policy Strategist** position in the subject line. If necessary, you can mail the application to:

ACLU of Michigan 2966 Woodward Ave.
Detroit, MI 48201
ATTN: Shelli Weisberg – Policy Strategist

The position will remain open until filled, but the hiring committee will begin to review applications on April 18, 2022.

Accommodations will happily be made to adjust to restricted technology access and interview logistics can be adjusted to suit candidates' time constraints during the pandemic.

The ACLU of Michigan is committed to providing reasonable accommodation to individuals with disabilities. If you need assistance applying online, please e-mail openpositions@aclumich.org and include "Accommodation" in the subject line. If you are selected for an interview, you will receive additional information regarding how to request accommodation for the interview process.

The ACLU of Michigan is an equal opportunity employer. We value a diverse workforce and an inclusive culture. The ACLU encourages applications from all qualified individuals without regard to race, color, religion, sexual orientation, gender identity or expression, age, national origin, marital status, disability, veteran status, record of arrest or conviction and any other characteristic protected by applicable law.

“ACLU of Michigan,” as used in this job description, refers collectively to two separate corporate entities, the ACLU of Michigan and the ACLU Fund of Michigan. The two entities share the same mission, office space, and employees.