Director of Public Policy and Advocacy

**Job type:** Full-time  
**Work Model:** Office-based position, with some remote flexibility. Must be available for regular events in the D.C. area, as well as occasional evening or weekend meetings.  
**Office Location:** Alexandria, VA  
**Salary:** Competitive and commensurate with experience. Generous benefits package includes medical, dental, and vision benefits; short and long-term disability, life insurance, retirement contributions (no match required), and three weeks of vacation after a 90-day probationary period.

**Organization Description**  
The National Association for Family, School, and Community Engagement (NAFSCE) was established in September 2014, with the mission of advancing high-impact policies and practices for family, school, and community engagement to promote child development and improve student achievement. It envisions a world where family engagement is universally practiced as an essential strategy for improving children’s learning and advancing equity.

**Position Description**  
We are seeking a Director of Public Policy and Advocacy to join our Research & Policy Team. As a key member of the team, the Director is at the helm of our public policy and advocacy strategy, working collaboratively with internal and external stakeholders to develop and advance NAFCE’s advocacy strategies. The Director will bring policy and advocacy expertise and elevate NAFSCE’s thought leadership in the family, school, and community engagement field. The Director will also need a deep understanding of federal, state, and local legislative; social justice policy issues; and experience engaging local stakeholders like educators and parent leaders. The Director is expected to represent NAFSCE in a variety of public and private events and briefings and to travel as needed.

The Director of Public Policy and Advocacy coordinates with and reports to the Senior Director of Research and Policy.

This is a wonderful opportunity for a strategic thinker with in-depth knowledge of government and legislative processes and stakeholder engagement to join a dedicated group of professionals committed to advancing family engagement as an essential strategy for improving children’s learning and advancing equity.
Key Duties & Responsibilities

- Create and manage systems to research, monitor, analyze and track key policy issues and policymakers
- Develop and manage strategies for engaging with NAFSCE internal and external stakeholders, Congress, and other federal and state entities
- Draft reports, briefings, and position statements on key policy issues
- Establish and lead a robust and highly engaged pilot state family engagement coalition
- Develop and implement a stakeholder engagement strategy that includes a needs and assets assessment and coalition-building. Organize and lead policy calls and meetings with key stakeholders
- As part of the stakeholder engagement strategy, plan for, coordinate, and convene NAFSCE’s Parent and Family Leaders Council (PFLC), Family Math Parent Advisory Council, National Alliance for Family Engagement, state leaders consortium, public policy committee, and NAFSCE member policy community.
- Build and maintain relationships with policymakers, key committee leaders, and coalition partners to advance NAFSCE’s policy goals
- The Director will need a deep understanding of education, racial equity, and social justice policy and legislative issues from the family and community engagement lens
- Identify, track and participate in policy and advocacy campaigns critical to NAFSCE’s mission
- Work closely with the Senior Director of Research and Policy to strategize, plan and produce timely products that advance NAFSCE’s advocacy and policy mission
- Coordinate and plan several public policy events throughout the year
- Regularly represent NAFSCE at meetings and events in the DC metro area, as well as occasionally on evenings, weekends, or requiring travel.
- Supervise public policy fellows and related staff and/or contractors
- Other duties as assigned

Qualifications

- Minimum 5 years of experience in public policy, legislative advocacy, or systemic change preferably in an education or family and community engagement context.
- Minimum 1 year of experience in each of the following: 1) leadership or coordination experience in community collaborations or organizational coalition building, particularly with collective impact or similar models, AND 2) grassroots organizing, family and community engagement, or supporting parent and family leadership.
- Bachelor’s degree required, Master’s degree in education or public policy or related degree is preferred
- Bilingual in English and Spanish is preferred
- Strong understanding of collaborative governance, establishing collaboratives and coalitions
- Proven analytical skills to evaluate complex policy issues and recommend solutions
- Public speaking and presentation skills, as well as strong written communication and editing skills
● Outstanding interpersonal skills and ability to cross-collaborate with various stakeholders
● Proactive, creative problem solver with an ability to prioritize under multiple deadlines
● Ability to travel, locally and domestically
● Enthusiasm for/interest in advancing high-impact policies for family, school, and community engagement

Application Process
Interested candidates are encouraged to submit their resume, cover letter, and a two-page policy writing sample (ex. policy brief, report, stakeholder communication) to admin@nafsce.org with the subject line: Director of Public Policy and Advocacy. The position is open until filled.