



Democracy North Carolina

Advocacy Director

Job Description

Organization Overview

Democracy North Carolina (Democracy NC) works to strengthen democratic structures, build power in disenfranchised communities, and inspire confidence in a transformed political process that works for all. Through grassroots organizing, policy advocacy and research, and strategic communications, the nonpartisan organization aims to protect and advance voting access, ensure fair representation, and increase the participation of those historically underrepresented in the political process, especially people of color. For nearly 30 years, this 501(c)3 nonprofit (and its predecessor, Democracy South) has taken on powerful institutions and politicians, regardless of party, and promoted reforms that expand public involvement in civic life. Democracy NC works closely and in coalition with reform-minded local, state, and national partners to achieve the policy outcomes and grassroots participation necessary for a just and equitable democracy.

Position Overview

Democracy North Carolina seeks an experienced advocate, leader, and coalition-builder for the position of Advocacy Director. This position is responsible for determining substantive policy advocacy and research priorities, planning and implementing legislative and administrative agency advocacy strategies, and working closely with staff responsible for the design of organizing and mobilization campaigns in coordination with those advocacy strategies. During major election cycles, this department leads the organization's voter protection programming, which assists voters through a hotline and network of volunteers placed at voting locations.

The Advocacy Director is closely involved in joint efforts with coalitional partners, including organizing, racial justice, and legal advocacy organization, and direct advocacy to public officials. The person in this position supervises a team that includes an Advocacy Manager, Research Manager, and Research and Program Associate.

This position reports to the Executive Director, serves on the organization's leadership team, and is based in the organization's Morrisville office.

Responsibilities

Policy Advocacy and Strategy

- Lead the identification of policy goals and strategies and timely research topics and priorities, in collaboration with other staff and under the supervision of the Executive Director.
- Oversee legislative and administrative advocacy efforts on issues that impact the electoral process and democratic practice. Among other duties, provide written and oral testimony to policymakers, monitor and lobby relevant stakeholders, and coordinate closely with the Communications Director on digital advocacy strategies.

- Lead coordination with partner organizations on shared advocacy goals and strategies.
- Serve as in-house expert on North Carolina election law, administrative policy, and practice; and increase staff-wide expertise on these topics.
- Oversee programs designed to achieve advocacy outcomes (advocacy concerning county-level Early Voting plans, monitoring of county Boards of Elections) and/or ensure voting access during elections (Voter Protection network).

Research Supervision

- Supervise research related to issues that impact the electoral process and democratic practice in North Carolina.
- With input from staff and in partnership with the Advocacy team, determine substantive policy priority areas and research work product calendar.
- Edit and/or author public-facing, written research pieces ranging in length from brief analyses to longer reports.
- Assist with message development related to research findings and policy goals.

Organizing and Campaign Support

- Provide research support and policy guidance to the Organizing Director, organizing staff, and other involved staff to help inform campaigns, projects, and organizing efforts, as needed.
- In close coordination with the Communications team, contribute to the development of public-facing reports, fact sheets, and other materials that apply subject-matter knowledge to the advancement of advocacy and organizing goals.
- Respond to requests from allied individuals, community groups and state organizations for research and policy information that is consistent with the mission, priorities, and time constraints of Democracy NC as a statewide resource on democracy issues.
- Conduct speaking engagements and participate in training in line with our priorities and strategies to help educate the staff, organizational allies, and the public on research and policies related to money in politics, voting rights, election law, and other structural democracy issues.

Team Management and Organizational Leadership

- Supervise Advocacy Manager, Research Manager, and Research and Program Associate.
- Serve on the organization's management team with other department leads and executive leadership.
- With support from staff, develop and implement a departmental budget.

Skills and Attributes

- Excellent written and verbal communication skills.
- Sharp, strategic thinker.
- Experienced and confident policy advocate with coalitional experience.
- Capacity to lead policy advocacy efforts and understand their connection to long-term organizing directed toward power-building.
- Close attention to and experience managing details.
- Comfortable in a dynamic, fast-paced work environment.
- Ability to calmly navigate amid a fluid and sometimes unpredictable legislative environment.

Qualifications

- 5-7 years of senior-level work experience in a related field, OR 3-5 years of senior-level work experience in a related field and a relevant graduate degree (JD, MSW, MPA, MPP, Journalism)
- Basic knowledge of North Carolina election law, with ability and interest in building deep expertise on the details of policy and practice (both at statewide and local levels).
- Versatile and creative researcher, with both qualitative and quantitative research experience.
- Strong program manager.
- Commitment to North Carolina and the South.
- Commitment to Democracy NC's mission and values, including racial equity; ability and willingness to work with diverse groups, including low-income North Carolinians, people of color, and residents of varying political ideologies; and in diverse settings, including both rural and urban environments.

Salary Range: \$75,000 - \$87,000. Benefits include organization paid medical, dental, vision, telehealth and life insurance. Paid holidays and six weeks PTO. Opportunity to participate in the organization's retirement plan.

Application Process

Please send the following to jobs@democracync.org (no phone calls please):

- **Note that applications will be reviewed on a rolling basis with interview invitations going out the week of August 16**
- Cover letter with an overview of your professional background and interest in the position;
- Resume;
- Samples of analytical and persuasive writing;
- Names and contact information for three references who can speak to your experience and skills.

Democracy North Carolina is an equal opportunity employer committed to equity in the workplace. Our organization considers applicants equally of race, color, creed, religion, sex, national origin, disability, marital status, age, gender, gender identity, disability, sexual orientation, or prior record of arrest or conviction. We seek a workplace that reflects and respects the full range of the nation and state's diversity.