



**POLICY DIRECTOR HIRING ANNOUNCEMENT  
RAISE THE FLOOR ALLIANCE  
CHICAGO, IL**

Raise the Floor, a dynamic alliance of Illinois-based worker centers founded in 2014, seeks a Campaign Coordinator. Raise the Floor (RTF) unites Chicago-area worker centers to ensure that low-wage workers have access to quality jobs and are empowered to uphold and improve workplace standards. RTF achieves its mission by providing research, communications and legal support for efforts to win public and private policy changes that raise the floor for all workers. Both an alliance and a support center, RTF brings worker centers together into one strong voice for economic policies that foster permanent full-time, family supporting work.

**Overview of Responsibilities**

RTF seeks a highly motivated and experienced Policy Director to lead our advocacy efforts at both the municipal and state level for policies that promote full-time, family-supporting work. The Policy Director will work the RTF team and member worker centers to draft legislation, advocacy strategy, and coalition-building efforts to advance our policy campaigns.

**Description of Duties:**

- Develop and implement policy campaign plans as needed for: state and local campaign plans and issue campaigns.
- Monitor and analyze relevant economic justice policies at the state and municipal level, and at peer organizations
- Develop and implement strategy for advancing policy goals with key decision-makers at the state and municipal level
- Brief and train partners and leaders on relevant policy efforts
- Build, educate and mobilize broad and diverse base of supporters.
- Participate and provide background for communications efforts
- Support large event logistics and turnout.

- Support RTF ED in fundraising efforts as needed
- Perform other duties and campaign work as assigned.

### **Qualifications:**

- Commitment to economic and social justice
- At least 3-5 years policy development experience
- Demonstrated ability to analyze public policy proposals, including drafting of legislative language
- Knowledge of and experience in Illinois and Chicago politics
- Demonstrated experience as a proactive, innovative, self-motivated individual who takes initiative.
- Effective time management skills, including prioritizing and managing multiple tasks, and demonstrated experience in developing personal work plans and goals.
- Demonstrated ability to build teams and work effectively in a team environment in both a lead and a support role.
- Computer proficiency is required; database/spreadsheet, email, internet, word processing, social networking skills.
- Ability to travel on a regular basis as needed, and for extended periods of time.
- Ability to work long hours and weekends as required.
- Conversational Spanish strongly preferred

### **Benefits:**

Health care coverage, vacation, and sick days. Salary is commensurate with experience.

### **Application Procedure**

Interested applicants should submit a cover letter, résumé, references, and a writing sample to: [szaman@raisetheflooralliance.org](mailto:szaman@raisetheflooralliance.org) with the subject "Policy Director Application"