



## DIRECTOR OF ADVOCACY

This position is open to all US candidates in any region and is a remote position\*

\*This position is remote, though ability to travel for in-person events is strongly preferred

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**APPLICATION DEADLINE: October 4, 2021**

**LOCATION:** Anywhere in the United States

**SALARY:** \$60,000 - 75,000

**APPLY HERE:** [talent@challahforhunger.org](mailto:talent@challahforhunger.org)

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Challah for Hunger is a national organization that builds communities of leaders inspired and equipped to take action against hunger. Established on a single campus in 2004, the network has grown to over 75 chapters that engage 10,000 volunteers annually, providing programs and opportunities embedded in our three pillars: community, advocacy and philanthropy. In addition to supporting our chapters, Challah for Hunger supports an ever-expanding alumni network, a growing community program, and partners with national and local organizations to address the issue of campus food insecurity. To learn more about our work, visit our [website](#) and our advocacy-specific [microsite](#).

We seek a highly organized, detail-oriented individual with superior community organizing and advocacy skills to serve as our Director of Advocacy. As a member of the team, the Director of Advocacy is the organization's lead voice on policy priorities, advocacy initiatives, and maintains all advocacy materials. This role will work directly with Challah for Hunger's program team and Executive Director to amplify our advocacy agenda. This is an exciting time to be joining Challah for Hunger during a period of exponential growth and expansion.

**A note about this unique time.** As we are all working through the midst of a global pandemic, the need for Challah for Hunger is as great as ever. While we pivoted our programming online, we are cautiously optimistic to be back in person this fall. Our staff team is working full-time, from home, though attending in-person events and meetings is a possibility depending on the candidate's location and comfort level. All of our staff, regardless of their location, are expected to be online during regular EST working hours.

## CORE RESPONSIBILITIES

- **Advocacy Program Management (50%)**
  - Manage Acts of Advocacy, including introducing & approving new actions, and maintaining actions on Marketplace (our internal resource platform) and EveryAction (our online organizing platform)
  - Manage and grow [#FUELHigherEd campaign](#) by leading coalition meetings, supporting staff in campaign implementation and integrating actions into programming on and off-campus
  - Manage relationships with other anti-hunger organizations and elected officials to engage in strategic partnerships
  - Design and lead organization's national action initiatives
  - Determine advocacy actions to integrate with all parts of Challah for Hunger programming, including age-appropriate activities for community site participants
  - Lead in staff support and training on utilizing EveryAction
  - Supervise Alumni Advocacy Committee
  - Supervise Advocacy intern(s)
  - Supervise Advocacy Associate (Spring 2022)
  
- **Advocacy Strategy (10%)**
  - Research current bill(s) and bill proposal progress
  - Identify trends to determine focus areas for national and discrete campaigns
  - Oversee and create campaign strategy for national advocacy campaigns
  - Pinpoint key partners and stakeholders and provide background info and entry points for connection
  
- **Education, Training, and Leadership Development (30%)**
  - Manage the Cohort program
    - Recruit new Cohort members from existing chapters and new sites
    - Maintain and update Cohort curriculum
    - Oversee Cohort mentors
    - Recruit Cohort leaders and mentors each year
    - Conduct beginning, middle, and end of year evaluations on the program and provide recommendations for changes
  - Manage, approve, and create educational materials and curriculum for all CfH volunteers. Facilitate educational training for volunteers
  - Coordinate chapter visits by staff and alumni, and provides support in facilitating education and advocacy training
  
- **Data Tracking and Reporting (10%)**
  - Track organizational impact on campus hunger from advocacy actions
  - Provide impact summaries for development team

- Work closely with development to secure funding for advocacy programming and growth
- Provide research, quotes, and statements for external communications on the issue of campus hunger to inform our network on the issue

## QUALIFICATIONS

- Minimum of 3-5 years work experience in advocacy, community organizing, or nonprofit management. Experience working with college students, in higher education, or basic needs insecurity work preferred
- Strong facilitation skills and an ability to articulate advocacy goals to a variety of audiences, through written reports, social media, and verbal communications
- Experience leading national advocacy campaigns in a nonprofit setting using a variety of grassroots advocacy tactics
- Strong partnership management skills to work with a variety of stakeholders including elected officials and coalition partners
- Excellent public speaking skills and comfort speaking with a variety of stakeholders and elected officials
- A personal commitment to centering racial justice in advocacy work
- CRM experience, specifically with EveryAction a plus
- Experience successfully managing multiple projects
- Strong organizational skills with attention to detail and deadlines
- Strong computer skills including Microsoft Word, Excel, Powerpoint, Google Documents
- Willingness and ability to work successfully with people at all levels within the organization (including board members, donors, and volunteers)
- A passion for the organization's mission and commitment to our goals
- Comfortable with Jewish culture and values
- Challah for Hunger experience is a plus, but not required

## PERSONAL QUALITIES AND MINDSETS

- **You're self-motivated.** You create your own organizational systems and can hold yourself and others accountable. You expertly navigate managing all levels of an organization.
- **You are fast-paced and high-energy.** You have a bias toward action. You can move rapidly through ever-changing environments and have the ability to shift priorities on a dime.
- **You are not afraid of a challenge.** You see potential in any situation and can leverage that potential. You can think and act quickly and strategically with a clear head.
- **You're a systems guru.** You enjoy organizing chaos. You can take a large amount of information, assess it, and find the best way to organize it with the end-user in mind.

- **You're a people person.** You love people and understand how to optimize the experiences of co-workers, external partners, and other stakeholders.
- **You're an expert multi-tasker.** You have experience juggling multiple projects at once from start to finish with detailed planning and persistent execution.
- **You have a great sense of humor.** You bring levity to the work, have fun with your co-workers, and don't take yourself too seriously!

### COMMITMENT, COMPENSATION AND BENEFITS

This is a full-time exempt position, with a salary between **\$60,000-75,000** commensurate with experience. Challah for Hunger provides 50% for employees and 25% for dependents of health, dental, and vision benefits packages, generous PTO (20 days annually for first 3 years) and Jewish and Federal holiday package, and the option for a flexible work environment. We offer a minimum \$800 professional development stipend per year and summer Fridays with reduced working hours.

### HOW TO APPLY

Please submit a cover letter and resume to [talent@challahforhunger.org](mailto:talent@challahforhunger.org) with the subject: Director of Advocacy.

*Challah for Hunger is an equal opportunity employer. We strongly encourage applicants from historically marginalized communities to apply. We are proud to be an inclusive organization, where everyone is welcome. We deeply value the diversity of insight, perspective, and experience brought by people from backgrounds typically underrepresented in Jewish organizations. This includes Black, Latinx, and Asian people, Black Jews, Jews of Color, Sephardi and Mizrahi Jews, lesbian, gay, bisexual, trans, gender non-conforming people, and people with disabilities. We will not discriminate on the basis of race, color, gender, national origin, age, religion, creed, disability, veteran's status, sexual orientation, gender identity or gender expression.*