



### **Job Announcement: Director of Economic Policy**

The Arizona Center for Economic Progress seeks to hire a Director of Economic Policy to lead the Arizona Center for Economic Progress' policy and advocacy work on certain issues which may include state taxation; housing; food assistance; unemployment insurance; and other safety net programs; immigration; higher education; criminal justice; and tribal policies. The position may also manage our pro-active state revenue campaign, People First Economy. Launched in 2017, the AZCenter is an affiliate of Children's Action Alliance (CAA), a 501(c)3 nonprofit, nonpartisan advocacy organization in Arizona for 34 years. The AZCenter works with advocates, policymakers, and communities to connect the dots between the inequities in our economy and solutions to create a fair and socially just Arizona. The AZCenter is a leader in advancing policies at the state and federal level that create fairer tax codes which raise the revenue needed to invest in education, affordable housing, health care, infrastructure and other supports needed to build thriving communities and better economic opportunities for all Arizonans.

We recognize that many of the barriers and disparities that block the path toward better economic opportunities for people of color can be traced to a history of discriminatory and racist policies, the impacts of which continue to be felt today. As an organization, we are committed to advancing race equity and inclusion both through the policies we seek and throughout the internal workings of our organization. You can learn more about our work and our partners at [azeconcenter.org](http://azeconcenter.org).

#### **About the position:**

This director will work with the Senior Director and other directors of the Arizona Center for Economic Progress to shape and implement the short- and long-term strategic plans for the AZCenter and identify the resources and capacity needed to be successful. The responsibilities include:

- Lead the AZCenter's work on certain issue areas depending on needs, interests and experience.
- Analyze state budget proposals and legislation; consider and propose new legislation or other policy solutions; identify and track important legislation; provide information to legislative committees, legislators, legislative staff and key stakeholders as necessary.
- Determine what data and policy research and written materials such as blogs, fact sheets, and policy briefs are needed to achieve policy priorities and oversee the production of that work.

- Build long-term relationships and collaborative partnerships with community and grassroots organizations throughout Arizona who have a vested interest in these issues, especially organizations that work with BIPOC people and communities that have been the subject of inequitable and oppressive structures, systems, and practices.
- Analyze and advocate on relevant federal budget, tax and other policy legislation and administrative rules; communicate with Arizona's congressional delegation, their staff and other key stakeholders as necessary to advance the AZCenter's federal policy agenda.
- Compile statistical data and informational materials from a wide range of sources and synthesize complex information into concise and compelling charts and facts sheets.
- In coordination and collaboration with the Senior Director of the AZCenter and the CAA/AZCenter communications staff, develop and implement the objectives, strategies and methods of disseminating the AZCenter's work product to targeted audiences, including through enews, social media, paid communications, and traditional media.
- Create and provide presentations to community groups and other key stakeholders.
- Network with national colleagues and experts to stay current on research, messaging, advocacy strategies and objectives, and emerging issues in policy and practice around the country.
- Serve as a leading public face of the AZCenter in the media, at the State Capitol, and speaking at events across Arizona on the issues responsible for.
- Identify and secure additional grant funding for the issue areas responsible for; and manage relationships with funders, oversee grant budgets, reports, and other grant administrative functions.
- Collaborate with Senior Director and other AZCenter directors on short and long term strategic plans, advisory board composition and activities, staffing needs and other resources needed to achieve AZCenter's objectives.
- Coordinate with Children's Action Alliance policy directors, when appropriate, on issues that cross both sides of the organization.

**Qualifications:**

- Bachelor's Degree in a related field or equivalent related work experience.
- Five years of relevant experience.
- Excellent mathematical and data analysis skills, including use of Excel and other statistical programs/software.
- Ability to synthesize complex information into concise and compelling charts and fact sheets.
- Experience and knowledge of state and federal budget and tax issues and in two or more of the following issue areas: K-12 public education; post-secondary public education; infrastructure; housing; unemployment insurance; food insecurity; rural economic development; tribal economic policies; criminal justice reform; income inequality; immigration.
- Knowledge of the Arizona and federal legislative process.

- Excellent communication skills (verbal and written) and the ability to communicate data findings and issues to external audiences.
- Experience working in coalitions and the ability to work in a team environment with diverse allies.
- Strategic thinking and flexible and collaborative workstyle, with a focus on authentic community engagement.
- Excellent mathematical and data analysis skills, including use of Excel, and a strong preference for someone with experience with Stata, SPSS, Tableau, R, or similar data modeling or analytic software.
- Comfort and proficiency with manipulation, analysis and visualization of data, including microdata (such as from the U.S. Census Bureau or other sources) is preferred.
- Ability to juggle multiple tasks at a time and thrive in a fast-paced environment.
- Demonstrated commitment to the vision and mission of the Arizona Center for Economic Progress.
- Proficient in Microsoft Office Suite applications.
- Bilingual speakers preferred.

**Compensation:**

Salary range \$80,000-\$86,000, depending on experience and qualifications.

Major medical and dental insurance, life insurance, matching retirement contribution.

Competitive leave policies for vacation; sick leave; family, medical and personal leave; and earned sabbatical.

**Location:**

CAA operates a hybrid (office and home) working system that allows employees to work in the most productive location based on job description, project or task. We provide employees with the resources to work effectively from either the CAA office or remote locations. We have occasional in-person meetings at our office located in central Phoenix. For that reason, we are looking for the candidate to reside in the metro Phoenix area.

**To Apply:**

Position will remain open until filled. Only candidates who send cover letter, resume, and salary requirements to [hr@azchildren.org](mailto:hr@azchildren.org) will be considered. Please also include where (posting site) you found this opportunity.

*The Arizona Center for Economic Progress strongly encourages members of traditionally underrepresented communities to apply, including people of color, LGBTQ identified people, gender-nonconforming people, individuals with disabilities, veterans, and people who speak a language in addition to English.*