



## LEGISLATIVE ASSOCIATE

### About League of Education Voters

League of Education Voters (LEV) is a non-partisan organization that partners with parents, students, and civic leaders who believe in a quality education from cradle to career. LEV is a Washington-based organization working to improve public education systems from early learning through higher education. We shape the debate, build powerful coalitions, and grow the grassroots to achieve meaningful reform and ample resources for education. LEV has a 501c(3), a 501c(4), and a Political Action Committee, which provides ample opportunity for engagement in our communities. Additional information can be found at [educationvoters.org](http://educationvoters.org).

### The Position

LEV seeks an emerging legislative advocate who is ready to learn through study, observation, and practice, and excited to support the advancement of LEV's education legislative agenda in the state capitol. The Legislative Associate (LA) reports to the Field Director. During the legislative session, the position will work closely with the Policy Director. During session the LA will work primarily in Olympia. However, the location of this position is flexible. LEV has staff and offices in Seattle, Pasco, and Spokane.

### PRIMARY RESPONSIBILITIES

- Report to LEV's Field Director, the organization's lead mobilizer, and collaborate with LEV's Policy Director and contract lobbyist working primarily in Olympia during session and traveling across the state for district meetings during the interim.
- Learn and be able to explain and advocate persuasively on a broad and constantly evolving range of education issues and LEV's legislative priorities.
- Assist with the development of LEV's state legislative goals and the creation of strategies and messaging to advance them in Olympia.
- Support the Field Department's collaboration with LEV team members across the organization in the development and implementation of strategies for working with directly impacted stakeholders, allied organizations, and others to achieve legislative goals.
- Review and prepare written summaries of legislative proposals in the education sector and LEV's current legislative priorities; collaborate across departments to assist with the preparation of action alerts and talking points.
- Attend committee hearings, take notes, testify, and support team members' coordination of witness testimony, activist mobilization, and communications strategies as directed by the Field Director.
- Build trusted relationships with lawmakers, agency decision makers, organizational allies and their lobbyists, and staff by being responsive to their requests for LEV perspectives and coordinating with the Policy Director to provide clear, fact-based analysis and resources in a timely manner.
- In coordination with other LEV team members, represent LEV to coalition partners and before community, government, and academic groups.
- Contribute to a positive, respectful, welcoming, and professional work environment for employees and volunteers.
- Attend various LEV functions and handle other projects as assigned.



## **QUALIFICATIONS**

- Commitment to race and other forms of equity, dismantling white supremacy, and structural power analysis, with knowledge and understanding of how power is manifested in matters of race, ethnicity, age, gender, sexual orientation, gender identity, gender expression, religion, ability, language, immigration status, national origin, and socio-economic circumstances, both internally in our organization and externally in the communities that we serve.
- An understanding of racial justice issues and experience with the development and implementation of advocacy strategies that center the voices and lived experiences of directly affected communities.
- Knowledge of and demonstrated commitment to education equity.
- Demonstrated interest in local, state, or federal legislative and/or policy advocacy with a focus on education equity.
- Excellent relationship skills to develop allies and to facilitate communication and collaboration among them. Demonstrated ability to work with groups and individuals across the political spectrum.
- Ability to stay organized in a fast-paced environment both in the office and on the road, to manage several projects simultaneously, and to adjust to frequently changing demands.

This job description provides a general but not comprehensive list of the essential responsibilities and qualifications required. It does not represent a contract of employment. LEV reserves the right to change the description and/or posting at any time without advance notice. This position is full-time and “exempt” under the Fair Labor Standards Act.

## **Compensation and Benefits**

Salary range for this position is \$60,000-\$64,000, commensurate with relevant experience.

LEV has a generous benefits package that provides health care, vision, and dental, a retirement plan with employer contribution, and paid vacation, holidays, sick leave, and Long-Term and Short-Term Disability Insurance. Employees can buy in to life insurance and a Flexible Spending Account (FSA). LEV encourages its employees to get COVID-19 vaccinations.

The LA will be provided with a travel budget for travel to Olympia (if not working locally).

## **To Apply**

Please send a resume and cover letter to Eric Holzapfel, Field Director at [eric@educationvoters.org](mailto:eric@educationvoters.org) by July 15, 2021.

LEV is an equal opportunity employer. We do not discriminate against any employee or applicant on the basis of race, color, ethnicity, national origin, religion, gender identity and/or expression, sexual orientation, disability, age, marital status, military status, pregnancy, parenthood, citizenship status, creed, or any other characteristic protected by federal, state, or local law. We will provide reasonable accommodations for qualified individuals with disabilities.