

POSITION DESCRIPTION

Position	Director of Policy & Advocacy	Category	Full-time, permanent
Supervisor	Deputy Director	Function	Programmatic

Position Overview

The Director of Policy & Advocacy will lead the non-partisan organization's assessment of where, how, and why statewide reforms are, or are not, meeting North Carolina's ambitious educational attainment goal.

The individual will conduct policy analysis to inform policy change, advocacy efforts, and implementation support. They will anticipate and assess ways of overcoming barriers to reform; and build relationships with key local, state, and national external policy and legislative/governmental partners. This position requires an independent, strategic thinker who is also able to work in close and productive collaboration with myFutureNC's partners and with public officials, policy leaders, researchers, and educators at the national, state and local level.

The Director of Policy & Advocacy will be responsible for engaging, listening and leading diverse stakeholders to build and enhance support for North Carolina's educational attainment goal. Stakeholders include civic leaders, business & industry, workforce & education state sector partners, educators, parents, students, and other strategic partners and advocates in support of North Carolina's efforts to improve educational attainment.

This position may have direct supervisory responsibilities.

Key Functions & Responsibilities

- Work with myFutureNC's team members to provide strategic thought leadership on education policy issues and priorities affecting North Carolina.
- Lead the creation of the organization's legislative agendas, including any supporting documentation necessary for advocacy efforts. This will be done in consultation with myFutureNC's leadership and education & workforce stakeholders from across the state to support the development of a K-12 and postsecondary policy agenda that will illuminate and advance myFutureNC's policy goals.
- Analyze, comment on, and make recommendations on current and potential policies, legislation, rules, and guidance that could impact policy goals.
- Lead and manage the analysis of key education legislation filed in the North Carolina General Assembly and prepare bill summaries for distribution both internal and externally, providing timely and thorough analysis of these proposals.
- Generate responses to policies being considered by state and federal policymakers, and provide needed advocacy on behalf of the organization.
- Monitor, summarize, and analyze policy proposals from state agencies, providing timely and thorough analysis of these proposals.

- Monitor meetings of the State Board of Education, Community College Board, UNC Board of Governors, NC Works Commission, legislative committees, and other relevant state policy makers, and attend as needed.
- Manage comprehensive K-12 and postsecondary policy projects from concept to release, including outlining project vision, building project plans, analyzing data, analyzing policy, reviewing education research, researching and evaluating other state's policies and practices, making policy and practice recommendations, and presenting findings through written reports and public presentations.
- Identify emerging national policy best practices and consider how those policies could fit the North Carolina context.
- Serve as a thought partner and policy support for myFutureNC's team members during outreach campaigns and legislative sessions.
- Collaborate with communications of educator engagement teams to share policy developments to stakeholders.
- Develop and execute advocacy, outreach, and engagement strategies that will deepen myFutureNC's impact on North Carolina student achievement and postsecondary success.
- Lead statewide advocacy campaigns.
- Build and cultivate relationships with new partners in the education, business, policymaking, and philanthropic communities.
- Maintain and grow relationships with partner organizations and education stakeholders to connect partners across the work.
- Give statewide and local presentations and speeches on issues related to education reform and the organization's work.
- Build strong coalitions of partners and partner organizations to achieve organizational advocacy goals
- Support myFutureNC's efforts to share and distribute research, policy, and advocacy communications materials to various stakeholders and audiences statewide and nationally.
- Assist in myFutureNC's strategic communications by actively identifying voices from the field to be featured in letters-to-the-editor, videos, and other communications.
- Lead the strategy around public opinion research for myFutureNC, including managing vendors and developing and executing plans for distribution.
- Counsel other myFutureNC staff, leadership, and board members where appropriate, on political and advocacy implications of policy proposals and organizational activities.

Position Competencies, Compensation and Travel

Education	Requires a bachelor's degree with a graduate degree in public policy preferred.
Experience	Demonstrated experience in K-12, postsecondary education, and workforce policy (3+ years preferred). Must be able to work in close and productive collaboration with myFutureNC colleagues and with policy leaders, public officials, and other education stakeholders at the local, state, and national level. Experience in innovation-focused policy is preferred. Relevant bi-partisan work experience (3 years preferred) in advocacy, outreach, or political/issue campaigns. Supervisory experience preferred.
Skills	<ul style="list-style-type: none"> • Deep knowledge of major K-12 and postsecondary education policy issues at both the state and federal level. • The ability to review and analyze education policy proposals with an eye towards positive impact on North Carolina students and the ability to be adept at turning policy ideas into legislative and policy proposals. • Mindfulness around how to advance student-focused policy in particular political contexts. • The ability to proactively identify policy trends, identify gaps in the field, and activate an appropriate policy, research, or implementation response. • Excellent writing skills with the ability to convey complex concepts in concise and compelling ways. • High emotional intelligence and understanding of North Carolina's political nuances. • Demonstrated ability to maintain non-partisan views and advocacy efforts, with excellent relationships with all political parties.

	<ul style="list-style-type: none"> • Strong spoken communication skills and comfort speaking to both large and small groups. • Outstanding commitment to excellence and attention to detail. • The ability to manage multiple tasks simultaneously in a fast-paced, rapid-growth, high- intensity, and intellectually demanding environment. • The ability to problem solve in the moment and pro-actively consult with other team members as appropriate. • Immediate exhibiting of myFutureNC’s core values of student-focus, collaboration, optimism, excellence, and innovation. • Strong partner engagement skills with an ability to quickly build trusting and authentic relationships with K-12 and postsecondary education stakeholders. • Demonstrated ability to develop and maintain strong relationships with internal and external stakeholders. • Ability to problem-solve in the moment and proactively consult and collaborate with other team members as appropriate. • Demonstrated success in project management with proven experience managing multiple tasks simultaneously in a fast-paced, high-intensity, and intellectually demanding environment. • Management experience preferred.
Compensation	Full-time position with salary commensurate with relative experience. Benefits competitive with public and private industry including but not limited to health and savings plans. 40 hours per week.
Position Type	Hybrid: This position is based in Raleigh, NC and requires a minimum of 2 in-person office days per week, with additional days as required during legislative season. Exceptions may apply on an as-needed basis with advance notice provided.
Travel	This position requires some travel for planning and in-person events.
Apply	Interested applicants should send resume and cover letter to: office@myfuturenc.org

About myFutureNC

myFutureNC is a non-partisan statewide nonprofit organization which promotes a shared vision for an education-through-workforce continuum across North Carolina (from early childhood through adulthood) and aligns and coordinates local, regional, and state actions that will dramatically increase attainment of valuable credentials and postsecondary degrees. Our work is guided by meeting or exceeding a goal of at least two million North Carolinians by 2030 with valuable, high-quality credentials and postsecondary degrees that will lead to a stronger, more competitive, and prosperous North Carolina.