



Title: Advocacy Organizer

Reports To: Director of Policy and Advocacy

The **Housing Alliance** is a 501(c)(3) that develops and advocates for public policy solutions to Washington's affordable housing and homelessness challenges. Our members include affordable housing providers, service providers, tenants and people impacted by homelessness from across the state. We organize and mobilize all these stakeholders to advocate for solutions.

The **Housing Action Fund** is the political voice in Washington for expanding access to affordable homes and solutions to homelessness. We are a 501(c)(4) that educates voters, promotes strategic public policy, and supports candidates who share our vision that all Washington residents should have the opportunity to live in safe, healthy, affordable homes, in thriving communities.

We believe that achieving our mission of affordable homes for all requires an awareness of current and historical injustice – from the redlining that once prevented African American families from purchasing homes using federally-backed mortgages to the legal discrimination that occurs today, which allows landlords to deny tenancy. We are committed to critically examining how racism and power dynamics impact individuals, communities, and larger systems, and to working to become a multi-cultural and anti-racist organization. We practice a commitment to dismantling structural, institutional, and personal experiences of oppression in regard to both process (how we work) and product (what we work on), to help create conditions in which all people have opportunity to thrive.

Position Summary: The person in this position engages organizational members, individual advocates including people with lived experience with housing insecurity and homelessness, and other stakeholders around the state in advocacy campaigns. This includes supporting members in mobilizing their constituencies (their staff, members, boards of directors, residents, etc.) They will make sure advocates understand our policy goals and are able to effectively advocate to advance state level policy. This position works primarily on behalf of the Housing Alliance.

Our staff are currently based in Seattle, Spokane, and the Vancouver area. This position can work remotely from anywhere in Washington state. For our staff based in Seattle, we tentatively expect to return to working from our office in Lower Queen Anne a few days per week when it is safe to do so, but will continue offering staff the flexibility to work from home most of time.

Essential Responsibilities:

Engage, support and grow advocacy among member organizations and other key stakeholders (40%)

- Support member organizations in advocating and in engaging their networks, with a strong focus on organizations rooted in communities of color and other underserved communities, organizations in key legislative districts, and regional affordable housing consortia and homelessness networks;
- Oversee and organize our Legislative District Leads program - a statewide body of advocates and organizations playing key roles in their district to advance our state level policy priorities;
- Use creative means of engaging and growing our base of advocates including by working with member organizations to engage their boards, by conducting training sessions on advocacy, and by attending stakeholder meetings to engage participants in advocacy;
- Educate advocates on policy and advocacy issues through webinars, high-quality and accessible educational materials, and in-person training;
- Support members, allies, and stakeholders in preparation for testimony and meetings with lawmakers;

Manage Housing Alliance mobilization campaigns (30%)

- Collaborate with organizing, policy, and communication team to write and ensure execution of high-quality and strategic action alerts, blog posts, and other related materials;
- Turn out supporters for online advocacy campaigns and other advocacy actions;
- Track metrics and report on key campaign goals;
- Grow our base of supporters, especially in key regions, through online and in person outreach.

Engage, support and grow our advocate base (20%)

- Present on advocacy and policy priorities at conferences, workshops, and coalition meetings;
- Ensure that all advocacy training is rooted in equity and racial justice analysis;
- Support and expand network of legislative district leaders.

Other (10%)

- Participate in staff meetings, training, and retreats;
- Participate in organizational equity and racial justice efforts, including race-based caucusing;
- Represent the Housing Alliance in coalitions;
- Other duties as assigned.

This job description is not intended to represent an absolute or final list of all elements, activities, or duties of the job. The statements above are intended to describe the general nature and level of work performed by the person assigned to this position. Time percentages are estimates and will vary seasonally and may change based on the needs of the organization.

Who we're looking for:

Someone who is deeply committed to creating social change through public policy advocacy. If you don't know the affordable housing and homelessness system already that's okay, but you should be ready to jump in and learn about the issues we advocate for. You'll need to come with or be able to quickly develop a strong understanding of the policies we work on in order to support other people in advocating. We expect the person in this position to be constantly thinking of ways to engage more people in our advocacy work. You should be curious and creative about trying new tactics, quick to evaluate effectiveness, and able to change course when something isn't working. You should be interested in developing relationships with a diverse range of advocates statewide. We're a small team that does a lot. We try to have fun doing it and encourage (but want to get better at) work-life balance. Since we juggle a lot at once you'll need good organizational skills to manage your work. We all work independently and as part of various teams, so you'll do best if you are proactive and able to motivate yourself and can also collaborate and communicate well with colleagues. The person in this position should expect a heavier than normal schedule when the state legislature is in session, including some evening and weekend hours, and can expect to balance that with additional time off after the session ends.

Our staff and board are committed to working toward becoming a fully equitable and anti-racist organization and we are looking to bring on new team members who share that commitment and who also have a commitment to self-reflection, personal growth, and working on their own internal racial and other biases.

Overnight travel is rare but may be required for conferences or outreach activities far from the office. Evening and weekend work is required on occasion.

The strongest candidates will have many of the following qualifications:

- At least four years experience in community or labor organizing, coalition management, or issue campaign advocacy;
- Familiarity with affordable housing and homelessness issues in Washington;
- Be able to work effectively with a wide range of stakeholders;
- Be enthusiastic about and interested in developing relationships and in engaging stakeholders;
- Have strong public speaking and writing skills;
- Be flexible and responsive in a fast-paced and changing environment;
- Have a commitment to public policy advocacy as a social change strategy;
- Have an understanding of institutional racism and a strong commitment to undoing racism and other forms of oppression;
- Be comfortable using online advocacy tools to mobilize people;
- Be competent with Microsoft Office programs, including Word, Excel, and PowerPoint;
- Understanding of the Washington state legislative process.

Benefits: The starting annual salary range for this position is \$58,000 to \$63,000, depending on experience. Generous benefits package includes: health, dental, and vision insurance with premiums covered by the Housing Alliance; employer contribution to retirement account (equal to 5% of your salary); subsidized ORCA pass; life insurance; health care/child care flexible

spending account; 3 weeks paid vacation to start; paid sick and safe leave; and 11.5 paid holidays per year.

How to apply:

1. Complete the [application form](#);
2. Complete our voluntary, [anonymous demographic survey](#) to help us improve our hiring processes; and
3. Email your resume to jobs@wliha.org.

Hiring timeline: The position is open until filled. We will give priority consideration to candidates who apply by October 15. We will follow up with candidates as applications arrive in hopes of making an offer by mid-November. The position will ideally begin in early December.

We are committed to providing equal opportunity for all employees and applicants. We value and desire a diverse workplace and strongly encourage Black, Indigenous, and people of color, LGBTQI+ people, people with disabilities, and people who have experienced homelessness or housing instability to apply.