**Job Description**

**POSITION TITLE:** Manager, State Advocacy  
**DEPARTMENT:** Public Affairs  
**REPORTS TO:** Managing Director, Public Affairs

**The Jewish Federations of North America (“JFNA”):** The Jewish Federations of North America represents 146 Jewish Federations and over 300 Network communities, which raise and distribute more than $3 billion annually for social welfare, social services, and educational needs. The Jewish Federation system, collectively among the top 10 charities on the continent, builds and sustains flourishing Jewish communities in North America and protects and enhances the well-being of the State of Israel and the Jewish people worldwide.

**Background:**

The Public Affairs Division of JFNA is a national leader in advocacy to increase government resources and engage communal leaders and civic partners in a shared communal agenda. At the federal level, successful government advocacy has helped secure billions of dollars in federal funding for Federation-supported agencies and passage of critical policy priorities to support the most vulnerable. At the state level, we work with Federation advocacy professionals to support complementary state advocacy by providing resources, training, and strategic coordination. We convene national Jewish partner organizations from Jewish social service and educational organizations to the religious streams, coordinate with non-Jewish allied organizations, and engage with national bodies of state legislators, mayors, and governors, all which allows us to support state level coalition building.

Jewish Federations and the broader Jewish community are deeply engaged in supporting individuals and families fleeing to the United States and we advocate for services such as food and housing that refugees and others in our country need to combat poverty. Whether a sharp increase in people crossing the southern U.S. border whom we have been able to serve through the Emergency Food and Shelter Program, Haitians in need of support, or Afghan evacuees who are entering the U.S. as humanitarian parolees, Jewish Federations, Jewish human service agencies, synagogues and others have committed to supporting these individuals and families. However, as the need for greater services to migrant populations have increased, federal funding alone cannot cover the magnitude or the diversity of needs. State and local governments are important partners to both augmenting the need and addressing specifically local economic, geographic, and cultural demands.

**Position Description:**

The **Manager, State Advocacy** will facilitate refugee resettlement into local communities, work with Jewish and non-Jewish organizations on advocacy and training regarding services for this population and similar cohorts in such positions and bolster the ability of local social service providers to provide needed supports. This professional, initially funded for one year, will be responsible for coordinating local advocacy campaigns in support of state funding and programs to facilitate community resettlement of Afghans and other refugees and immigrants. This person will also liaison with national and state level non-profits to both advance issues for Afghan and broader refugee resettlement and to more broadly understand, analyze and represent within JFNA issues facing immigrants, refugees and similarly placed communities. Advocacy goals and campaigns will be designed on a state-by-state basis in direct coordination with local Jewish Federations, Jewish Community Relations Councils (JCRCs), and/or Jewish Family Service (JFS) agencies and in consultation national refugee resettlement agencies and other coalition partners.
Essential responsibilities will include:

- Identify state policy objectives in 10 to 15 states to support local Afghan resettlement. Policy objectives may include but are not limited to appropriations (i.e., general resettlement funding, housing and rental assistance, economic mobility programs, funds for legal representation and adjustment of status, and language access) and policy objectives to support effective resettlement.
- Develop clear campaign objectives, strategies and one-year timeline in direct coordination with local Jewish Federations, JCRCs, and/or Jewish Family Service agencies and in consultation with national refugee resettlement agencies and other coalition partners.
- Build relationships with Jewish Federations, JCRCs, and Jewish agencies in communities with substantial resettled Afghan populations and/or legislative challenges impeding effective resettlement efforts.
- Build relationships with key refugee resettlement agencies and national and local immigration and interfaith coalitions, attend regular coalition meetings, and maintain regular communication to ensure state objectives are in line with national goals, and represent these issues within JFNA.
- Establish and manage regular systemwide coordination across Federation communities to share key challenges, issues, and accomplishments and build common strategies.
- Coordinate Federation, JCRC, and JFS participation in Afghan community co-sponsorship program by reviewing grant applications and communicating with 15 to 20 organizational participants, which encourages and supports community volunteer efforts to resettle Afghans.
- Develop and share messaging to the Federation field and broader public in coordination with the rest of the Public Affairs team and marketing and communications colleagues.
- Support and coordinate state advocacy efforts for other emergency appropriations, as needed.

Qualifications:

- Minimum 2-4 years of relevant experience;
- Experience with state, local, or federal direct advocacy, grassroots advocacy, and/or electoral campaigns or community organizing;
- Strong inter-personal and multidisciplinary project skills;
- Extremely organized with the ability to multi-task and work in a fast-paced environment;
- A persuasive and passionate writer/communicator;
- Action-oriented, entrepreneurial, adaptable, and innovative: Ability to develop evaluative-systems;
- Ability to work effectively in collaboration with diverse groups of people;
- Knowledge of public policy; knowledge of immigration or refugee policy or state budget processes preferred;
- Familiarity and connection with elected officials, as well as local, state, and national politics preferred;
- An understanding of the organized Jewish community, particularly successful strategies for meaningfully engaging volunteers preferred;
- Bachelor’s degree required; graduate degree in public policy, law, or social sciences desired.

To apply please send cover letter, resume, and one writing sample to DC@Jewishfederations.org.

As an Equal Opportunity/Affirmative Action Employer, JFNA celebrates and welcomes people of all identities and backgrounds. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, age, national origin, disability, veteran status, or other applicable legally protected characteristics.