

Job Opening - Legislative Representative Association of Community Organizations for Reform Now

ACORN has an active presence on a full range of national policy issues, and maintains an office in Washington D.C. to advance the interests of our members and the broader low- and-moderate income constituency we represent in dealing with Congress and the Administration. ACORN places great emphasis on involving our broad base of members across the country in our legislative program through grassroots lobbying campaigns in local districts as well as through frequent events in Washington D.C.

ACORN is looking for a Legislative Representative that would be responsible for various pieces of ACORN's legislative portfolio. As a generalist, the legislative representative would develop overall expertise in a few issue areas, manage legislative assignments, build and maintain relationships with several congressional offices, and promote the interests of the organization within the federal government. Responsibilities may also include working with select offices on state legislative campaigns. Candidates should be self-starters with the ability to multi-task and work in an office environment with moderate supervision.

Specific Responsibilities: Specific responsibilities of the Legislative Representative include the following:

- o Build and maintain relationships with key congressional offices and lobby on behalf of organizational priority issues.
- o Develop policy proposals and advocate for them with various audiences, including congressional staff, allies, and the Administration.
- o Understand and monitor legislative developments on assigned issues.
- o Report to the Legislative Director regularly on progress, developments, and opportunities in Washington.
- o Build and maintain relationships with D.C.-based policy organizations and with other allied organizations that maintain operations in Washington, including unions, advocacy organizations, think tanks, and faith-based organizations.
- o Write grant proposals and maintain relationships with key funders.

Qualifications:

- o Significant experience in a legislative position either with a member of Congress or an advocacy or membership organization. Experience working with grassroots community organizations or unions preferred.
- o B.S. or B.A..
- o Working knowledge of at least several of the issues that ACORN focuses on.
- o Excellent written and oral communication skills.

- o Strong commitment to building the power of our low- and-moderate income constituency in the national arena.
- o Independent work style that requires little- to moderate- supervision.

Salary: Salary level commensurate with experience. Please include salary requirements in cover letter.

Please send a cover letter and resume via EMAIL to:

Brenda Muñiz
Legislative Director
bmuniz@acorn.org

PLEASE NO PHONE CALLS.