



COALITION ON HUMAN NEEDS

JOB ANNOUNCEMENT: SENIOR POLICY WRITER

THE ORGANIZATION

The Coalition on Human Needs was founded in 1981 to bring together organizations and advocates who promote federal policies supporting the lives of low-income and vulnerable families and individuals. CHN's members include over 100 religious, labor, and advocacy organizations concerned with the well-being of low-income individuals, children, women, the elderly, and people with disabilities. CHN helps hundreds of national and grassroots organizations work together to defend or expand federally-funded services such as health care, housing, services for children and families, education/training, tax policy, income assistance, and nutrition. Staff members track these issues and provide advocates nationwide with timely information and action steps in support of a federal human needs agenda.

For more information on CHN, please visit our website at www.chn.org

SENIOR POLICY WRITER

The Coalition on Human Needs is seeking a senior staff person for a new permanent position. The Senior Policy Writer will support human needs advocacy by producing varied written reports, newsletter articles, fact sheets, blogs, policy analyses, and other materials needed to promote federal funding and programs of importance to low-income people and communities. An ideal candidate for this position will have at least five years of policy, advocacy, and writing experience related to low-income people's needs, economic justice, and/or federal social service policies. This new staff person will work integrally with CHN's small staff to develop strategy proposals for CHN's member organizations to consider, and to create resources to encourage more advocates to participate and to increase the effectiveness of CHN campaigns. The Senior Writer will be responsible for:

- Editing and writing for *The Human Needs Report*, an e-newsletter published every other week when Congress is in session.
- Writing and researching reports, either recurring, such as CHN's *Sequester Impacts*, or one-time, such as federal budget or poverty data and policy analyses. Some reports will involve supervising interns or others in data collection.
- Writing blog posts, either for a new CHN blog or for other sites.
- Writing draft reports to be tailored for publication in specific states, working cooperatively with state advocacy and policy organizations.
- Drafting opinion pieces or letters to the editor to be personalized by state/local advocates and community leaders.
- Drafting talking points, fact sheets, and/or Q and A's to assist advocates and policy makers with key messages and factual information related to important federal issues.
- Assisting in drafting CHN grant proposals and grant reports.
- Writing press releases; disseminating CHN reports and press releases to the press.
- Participating in meetings with CHN staff and others to develop strategies for advocacy.
- Making presentations at meetings or briefings.

QUALIFICATIONS AND COMPENSATION

- Commitment to social and economic justice issues including ending poverty and hunger through public interest advocacy and organizing around federal policies.
- Five years or more experience in advocacy, policy, or journalism setting; able to show a portfolio of reports, articles, opinion pieces, policy analyses, or other writing related to U.S. anti-poverty and/or human needs concerns.
- Experience in writing or editing for a variety of audiences, including the general public, advocates, and policy-makers.
- Experience in use of social media to increase visibility and reach of ideas.
- Experience in writing grant proposals or grant reports a plus.
- B.A. or B.S. degree.

Salary commensurate with experience. CHN offers excellent benefits including employer-paid health insurance, generous pension plan, paid sick and administrative leave, and four weeks of paid vacation.

The Coalition on Human Needs is an equal opportunity employer. Women and minorities are strongly encouraged to apply.

TO APPLY

Please email cover letter, resume, writing samples and three references to mtudor@chn.org . No faxes or phone calls, please. **DEADLINE FOR APPLICATIONS: March 28, 2014.**