



## Job Description: *Director of Community Mobilization and Public Policy*

**Do you believe we will see a generation of tobacco-free youth? Do you believe that every youth deserves the right to be happy and risk-free from alcohol and other drug addiction? Are you looking for an opportunity to join a collaborative team and make a difference in the lives of our youth? If so, you're the type of candidate we hope applies for this role.**

TxSDY is looking for a passionate social change leader who isn't afraid to work hard and speak up to protect youth. We are looking for someone that will inspire others to create healthier and safer communities that prevent youth substance misuse. The Community Mobilization and Public Policy Director will build and maintain meaningful relationships with community partners and identify opportunities to transform systems by harnessing collective power.

Internally, this position works closely with the Director of Programs and Strategy and our Epidemiologist. Externally, the position works with communities across the state to elevate local voices and youth substance use issues to state and local policymakers. Our Community Mobilization and Public Policy Director is expected to work at the local and state levels on movements that help communities' advance policy change, evidence-based prevention strategies, and structural reform that protects youth from substance use.

### **We are looking for someone who:**

- Thinks about short term in relation to long term goals and the big picture
- Is resilient yet approachable
- Has worked with large and diverse volunteer groups
- Can inspire others while holding them accountable
- Has worked in public policy, public health, community organizing, or political campaigns
- Doesn't mind tackling a task first
- Is agile and able to use adaptive thinking

### **Essential Job Duties:**

- Serves as a strategic thinker who can work independently
- Collaborates, both internally and externally, to achieve organizational goals and advance our prevention agenda
- Helps manage implementation of TxSDY's prevention agenda
- Serves as lead planner for TxSDY's Community Regional Forums
- Plays an essential role in building and managing our team of public health advocates
- Designs multi-faceted strategies – including trainings/presentations – to ensure timely and effective community engagement in our campaigns for social change
- Manages specific grants, ensures fulfillment of grant objectives, adheres to funder's compliance requirements and budget, meets with grant officer/s

- Strategically develops, coordinates, and oversees the implementation of capacity building efforts to generate a collective impact
- Interacts with stakeholders, coalitions, thought leaders, influencers, elected/appointed officials, agency/department heads and volunteers in politically, economically, and racially diverse communities
- Monitors public policy priorities for immediate and long-term impact
- Provides policy research, talking points, and supporting materials for policy issues
- Recruits, trains and supports volunteers and partner agencies

**The ideal candidate will have:**

- Bachelor's Degree in public policy, political science, public health, communications or equivalent work experience
- Track record of successfully passing public policy and grassroots organizing
- Proven track record in grant writing, and completing grant reports
- Minimum of 3 years of one or more of the following:
  - Legislative and/or regulatory advocacy
  - Volunteer organizing and/or event planning in partnership with volunteers
  - Building and managing issue-based advocacy campaigns
  - Developing and implementing grassroots tactics
  - Recruiting and developing advocates
  - Developing and implementing media advocacy campaigns
  - Producing high-quality analysis of policies and regulations as well as lay-person education resources in multiple formats
- Demonstrated ability to simultaneously manage multiple, complex projects in varying stages of development and bringing them to scale under time constraints
- Knowledge of the principles and practices of strategic planning and budgeting
- Ability and comfort using technology (e.g. Zoom, PowerPoint, Basecamp) to achieve goals
- Exceptional oral and written communication skills
- Exceptional conflict resolution and facilitation skills
- Exceptional ability to foster relationships and build powerful partnerships
- Exceptional ability to speak diplomatically with those that may not share TxSDY's sense of urgency, political beliefs, nor fully support proposed solutions
- Ability to travel overnight on a regular basis
- Cell phone, driver's license, personal vehicle with applicable insurance
- Ability to lift 30 pounds
- Small non-profit experience is highly preferred
- Commitment to organizational mission and ideology in order to effectively promote and advance the goals of our organization.

**Things to Consider:**

- This position reports to the CEO.
- The salary is \$50-\$55K commensurate with experience, plus benefits.
- Hours: full-time exempt position; some nights and weekends. Travel required.
- Position does not require residency in Austin Metro Area, but does require residency in Texas and consistent travel to the office located in Austin, TX.

- To apply: Please send a cover letter and resume to [info@txsdy.org](mailto:info@txsdy.org). Your cover letter should share how you can inspire others, your direct experience, and what you will add to our existing team.

**Who is Texans for Safe and Drug-Free Youth (TxSDY)?**

Located in Austin, *Texans for Safe and Drug-Free Youth (TxSDY)* is the statewide non-profit and social change organization that is committed to putting an end to youth alcohol, tobacco, and other drug use. When we see a gap that puts the health and safety of young people at risk, we fill it. We are also a leader in advancing evidence-based strategies that not only unleash large scale social movements but prevent youth from beginning deadly habits.

We are known for getting in the trenches and fueling our mission through sweat equity. We do this work in partnership with local coalitions, colleges, state agencies, stakeholders, and other organizations with similar missions. Within our matrix driven structure, our team is expected to work hard, and operate in a highly collaborative manner.

**How does TxSDY pursue its mission?** We use collective impact and civic engagement strategies to build capacity for communities to advance public policy through advocacy and effective prevention strategies. Simply put, we believe that community and corporate accountability are needed to prevent youth alcohol, tobacco, marijuana, and other drug use. And we train grassroots and grassroots leaders to do the work.

**Our mission and values are simple..***We believe in a community where its members and corporate citizens share accountability for preventing youth substance abuse. We believe diversity and inclusion are key drivers of creativity and innovation. We welcome candidates who share our beliefs to apply for any role within our organization.*