



Policy Director

DC Greens is a non-profit organization that advances health equity by building a just and resilient food system in the nation's capital.

The Policy Director leads the development, execution and ongoing evaluation of DC Greens' policy strategy and corresponding goals. They serve as a member of the leadership team, and collaborate with a network of external partners, to ensure that the policy agenda (ie Senior Food, Food as Medicine, Institutional Food) remains aligned to the broader organization's mission and strategy, and maintains its central focus on the community. The Policy Director reports to the Executive Director and supervises the Director of School Food Initiatives and the Food Policy Strategist. They will also have indirect reports that hold responsibilities within our policy initiatives.

The Policy Director is responsible for strategic and tactical management while cultivating a collaborative environment. Your creative vision will lead the advancement of DC Greens' policy goals by combining an in-depth understanding of DC's food legislation with the ability to engage and influence key policy-making bodies and external collaborators.

Essential Job Responsibilities

Policy Strategy

- Lead the development, revision and refinement of the organization's policy strategy in collaboration with the Leadership Team
- Provide values-based leadership and strategic mission-driven alignment for the Policy Department
- Partner with the Programs Director and leadership team to ensure the Policy agenda is synchronized with other departments in the organization
- Identify and foster key external partner relationships (e.g., mission-aligned organizations, coalitions, policymakers) that will advance progress towards achieving policy goals

Policy Management

- Lead policy campaigns to achieve the organization's policy agenda; collaborate with and support DCG staff and partners to develop and implement policy campaigns
- Lead the development and implementation of a feedback mechanism to support the continued alignment of Policy initiatives with the mission and needs of the communities that the policies are intended to serve
- Publicly represent the organization's policy agenda in external meetings and forums
- Participate and lead meetings in coalitions that share our policy goals (e.g., Fair Food for All DC, DC Food as Medicine Coalition, National Produce Prescription Collaborative)
- Develop and implement methods for measuring and evaluating the effectiveness of the organization's policy initiatives, in collaboration with the communities that we serve
- Work with Development to develop and implement a sustainable fundraising strategy for the Policy Department, including prospecting, drafting grant proposals, attending donor meetings and submitting reports to funders

- Partner with Communications to develop drafts and methods of sharing policy updates to DC Greens' external community and network of partners
- Track the activities of policymakers and research policy issues in order to keep the organization up to date
- Develop and monitor departmental budget; support the completion of the organizational budget
- Provide values-based supervision and coaching to policy team members in implementing initiatives, and maintaining sustainability
- Develop and provide related training and updates to internal staff (e.g., progress towards goals, implications, etc.).

Organizational Leadership/Team Contributor and Collaborator

- Participate in organization's Strategy Cell to provide thought partnership for new programs and program adjustments
- Serve as a member of the Leadership Team and provide support on a range of topics and issues that affect the organization (i.e. aligning work plans, evolution of org identity etc.)
- Participate actively and respectfully in team and staff meetings and retreats
- Model organizational values of collaboration, integrity, creativity, sustainability, and equity
- Contribute to the overall improvement of the organization
- Represent the organization externally, including at major fundraising events, in accordance with stated values
- Expected to be self reflective about the ways power, privilege, and access supports or challenges efforts to center equity.

Qualifications

- Demonstrated commitment to racial justice and equity; experience and cultural competence working with historically oppressed peoples and a strategic understanding of social change
- Demonstrated commitment to the vision and mission of DC Greens' work
- Minimum of 5 years supervisory experience leading, managing, and guiding diverse teams in their professional development
- Minimum of 3 years non profit leadership experience
- Ability to manage multiple projects simultaneously, prioritize accordingly, and deliver against competing deadlines
- Visionary leader who can think strategically to problem solve and help staff connect the big picture to their independent roles
- Diplomatic and transparent leader with excellent emotional IQ
- Clear oral and written communication skills with experience shaping messages to relevant stakeholders
- Experience in policy development, campaigning, and change activities
- Preferred familiarity with the food policy landscape in DC

Salary & Benefits

This is a regular, full-time (40 hours/week) salary, exempt position. The salary range for this

position is \$86,750 to \$92,000 commensurate with experience and non negotiable. There is a generous benefits package (medical/dental/vision, disability/life insurance, 25 days PTO, employer match on retirement contributions after 1 year, flexible schedule). DC Greens does have a telework policy that allows employees to work remotely. Due to the current pandemic all employees are currently working remotely but being physically present in the office may be a requirement in the future.

How to Apply

If interested, email a cover letter and resume to hiring@dcgreens.org. In your cover letter provide an answer in 250 words or less to the following prompt: What is your personal and professional lived experience with the communities with whom we work?

Please put "Policy Director" in the subject line and save your cover letter and resume as a single attachment labeled "LAST NAME, FIRST NAME_Application". **Applications will be accepted on a rolling basis with priority given to applicants that apply by July 16, 2022 at 11:59 pm EST.** Application review will begin immediately.

*DC Greens is an equal opportunity employer. **We strongly encourage** and seek applications from people of color, including bilingual and bicultural individuals, as well as women, and members of the lesbian, gay, bisexual, and transgender communities. Applicants shall not be discriminated against because of race, religion, sex, national origin, ethnicity, age, disability, political affiliation, sexual orientation, gender identity, color, marital status, or medical status. Reasonable accommodations will be made so that qualified disabled applicants may participate in the application process. Please advise in writing of special needs at the time of application.*