The Organization
The Alliance for a Better Community is a 501(c3) nonprofit organization that is advancing social, economic, racial equity, and justice for the Latino/a community and the Los Angeles region through power building and policy advocacy. ABC believes that public education is one of the most effective tools in breaking the cycle of intergenerational poverty and seeks to create a vibrant Los Angeles community where all families enjoy full access to high-quality schools, quality healthcare, and meaningful civic engagement.

Position Summary
ABC is seeking a Public Policy Manager who will be responsible for advancing ABC’s education policy and advocacy initiatives inclusive of its efforts to increase access to high-quality schools, improve college access and success, and increase the civic participation of Latinos. The Public Policy Manager will work with the ABC team to strengthen coalition-building efforts, work with elected officials to raise awareness on key issues impacting the Los Angeles Latino community, and coordinate the development of research briefs on priority topics. The Public Policy Manager will also identify high visibility opportunities for raising ABC’s policy priorities with decision-makers and target audiences.

The Public Policy Manager will be an integral part of the organization’s Policy and Advocacy team.

- Lead ABC’s Consortium for English Learner Success in collaboration with key partner organizations. The Consortium advocates for an educational system that supports the
needs and embraces the assets of English Learner (EL) students and Dual Language Learners (DLLs);

- Advance ABC’s College Access and Success policy agenda development, inclusive of raising awareness amongst stakeholders across the Southeast Los Angeles region;
- Advance ABC’s K-12 education portfolio work within the Los Angeles Unified School District (LAUSD), which includes advocating for the implementation of specific policy areas affecting the Latino community and all students such as the district’s student growth tracking, Unified Enrollment, and the Close the Gap initiative;
- Represent ABC in coalitions to ensure every child in Los Angeles has access to high-quality public schools;
- Advise leadership on policy trends, critical issue areas, and recommended actions;
- Develop grassroots policy recommendations that uplift the voices and stories of the Latino community across Los Angeles and incorporate powerful and relevant data; Work collaboratively with state and local elected officials, their staff, and community partners to identify and advocate for systemic opportunities and policies that promote greater civic participation from Latinos across Los Angeles;
- Maintain and strengthen working relationships with civic leaders, coalition partners, and education advocates;
- Support fund development efforts; reports and proposals;
- Draft talking points, opinion editorials, social and print media content, collateral material, and other public pieces that highlight ABC’s policy priorities, strategies, and successes;
- Other duties and responsibilities as assigned.

Qualifications

- A commitment to the mission and goals of ABC and a demonstrated commitment to the advancement of the Latino community.
- Education: Minimum of a Bachelor’s Degree, in public policy, education, or a related field.
- Experience: Must have a minimum of 4 years full-time experience in education policy.
- Content Knowledge: Must have a proven ability to analyze state and local policy.
- Substantial knowledge of Los Angeles and California public policy issues.
- Community Knowledge: Priority will be given to applicants with experience working within the Los Angeles region, city, school districts, public officials and agencies, and key community partners. Preference for candidates with a deep understanding and experience working with the Latino community.
- Leadership Skills: Strong leadership skills with a proven track record in leading broad-based efforts with diverse stakeholders and partners. Must have the ability to step into the position and quickly develop strategies to meet goals and objectives. Contributes positively to the work culture by being solutions-oriented and a team player.
- Collaboration: Able to work independently, within a team environment, and lead collaborative efforts to accomplish collective goals and objectives. Maintain positive working relationships with organizational leadership and staff to meet collective goals.
• Organizational Skills: Excellent project management and multi-tasking skills (i.e. strong attention to detail, creating and monitoring project budgets and timelines, proper documentation of work and record-keeping, and prioritizing work effectively).
• Communications Skills: Superior interpersonal, verbal, and written communication skills. Proven ability to establish and maintain high-priority relationships. Preference for bilingual candidates (Spanish & English).
• People Management Experience: Preference having 2+ years of supervising, coaching, counseling, motivating, and assessing employees.

Schedule
This is a regular, full-time, benefitted, exempt position working 40+ hours a week and may require some work on evenings and weekends. ABC is currently implementing a COVID-19 work from home policy until further notice with the possibility of implementing a hybrid, remote and traditional in-person, model in the future.

Compensation
Salary will be commensurate with experience and qualifications.

Benefits
ABC offers a competitive and comprehensive benefits package that includes:
  • Medical, dental, vision insurance
  • Paid vacation time-off
  • Retirement Plan
  • Parental Leave
  • Annual Professional Development Opportunities

If you are interested in applying for this position, please provide a cover letter and résumé to Frank Renteria, at Frank@afabc.org

Alliance for a Better Community (ABC) is an equal opportunity employer that values the diversity of all kinds. We encourage candidates from all backgrounds to apply for this opportunity. It is our policy to ensure that all individuals are treated equally without regard to age, color, disability, or gender.