

Director of Public Policy || Position Description

Organizational Summary

The Minnesota Coalition for the Homeless (MCH) is a thriving and highly effective advocacy coalition of over 100 housing, homeless, and employment service providers and allied member organizations committed to ending homelessness in Minnesota through policy change. Founded in 1984, it is grounded in its core values of collaboration, community, and achievement. As a nonpartisan, nonprofit, statewide coalition, MCH is uniquely positioned to advance policy change at the State Capitol. Since 2012, along with our partners, MCH has secured over \$500 million in state funding to prevent and end homelessness and passed nation-leading policy reforms in Minnesota's economic assistance programs.

MCH is seeking a full-time Director of Public Policy to join our team of four full-time staff based in St. Paul and Greater Minnesota. The ideal candidate will be a long-term strategic thinker who understands public policy and systems change as a means to bring resources and power to communities experiencing housing and economic insecurity. The Director of Public Policy will be responsible for co-creating a vision that builds on MCH's strengths and assets to create even greater organizational and political resiliency – ensuring our legislative success regardless of changes to the political landscape. Essential duties include, but are not limited to:

Policy Development and Advancement

MCH's Director of Public Policy is responsible for developing all of MCH's policy initiatives (primarily during the interim), as well as responding to others on behalf of MCH (during interim and session). Skills, talents and experience required include:

- Thorough knowledge and understanding of existing housing and economic assistance programs and authorizing language in statute, including programs in DHS, Minnesota Housing, DEED, as well as bonding and programs administered by local units of government
- Understanding of the implications, impacts, challenges, and opportunities these programs may have for MCH's member organizations, and our sector generally
- Understanding of trends, research, and best practices at local, state and national levels
- Experience developing policy proposals within coalitions, including the process of gathering initial feedback and ongoing input throughout the development, advocacy and execution process
- Understanding of political dynamics surrounding MCH's issue areas, including organizationally, economically, electorally, and in the community
- General understanding of the universe of safety net programs including economic assistance programs and health care
- Experience successfully shepherding a bill through the legislative process including: drafting (in partnership with legislative staff), securing authors, meeting with legislators, arranging hearings, planning testimonial themes and content

- Experience working with community organizers and strategic communicators to develop long-term strategies that advance issue campaigns and win structural change
- Experience developing and executing strategic public policy issue campaigns

Campaign Coordination

MCH's Director of Public Policy must balance leading the policy efforts of MCH's issue campaigns and ensuring representation of MCH's member interests within these campaigns. This includes:

- Playing a leadership role on the Homes for All policy committees
- Maintaining relationships and strong lines of communication with other lobbyists on both campaigns as well as the field and communications committees of both campaigns
- Scheduling and facilitating regular meetings to develop MCH's legislative agenda (mostly during the interim months) and strategically moving legislation forward during legislative session
- Leading on strategy, providing direction, and coordinating with other team members on specific tactics, actions and tasks
- Ensuring buy-in from key players by managing natural conflict as it arises and utilizing the individual and organizational strengths of members and partners

Relationship Management

MCH's Director of Public Policy spends a great deal of time throughout the year building, maintaining and strengthening relationships with key people and organizations, including but not limited to:

- MCH member organizations across the state
- Colleagues at partner organizations who have a policy-oriented role
- Legislators and legislative staff (both partisan and nonpartisan)
- Program staff at member organizations with an interest in advocacy and understanding the policies connections to their work
- Contract lobbyists who represent housing, HHS and low-income interests/organizations
- Association lobbyists with a general interest in housing/public assistance work
- Academic and civic groups

Qualifications

- Commitment to MCH's mission
- Strong analysis of the root causes of homelessness and economic insecurity
- Demonstrated ability to work in coalition and to engage diverse stakeholders with various cultural perspectives (i.e. informed by race, ability, gender, sexual orientation, age, geography, etc.)
- Experience planning and executing strategic public policy issue campaigns
- Experience representing an organization and/or issue campaign with elected officials and political partners locally, statewide, and nationally
- Policy and/or advocacy experience either directly with or transferable to housing, supportive services, and Minnesota's economic safety net
- Demonstrated understanding of how legislative advocacy fits into a larger vision for social change, and the dominant narratives and patterns of thinking that shape public understanding
- Basic knowledge of local, statewide and national campaign finance laws, including regulations pertaining to 501(c)3 organizations
- Deep understanding of the local and statewide electoral and political landscape in Minnesota

- Familiarity with diverse grassroots leadership models, tactics and structures
- Sound judgment and relational skills
- Strong writing skills
- Ability to prioritize multiple tasks, work well under deadlines and manage challenging, sometimes competing, policy scenarios – especially during legislative session
- Willingness to work long, varied hours during legislative session
- A valid Minnesota State Driver's License and access to a reliable vehicle

Location

This position is based in our Saint Paul office although some travel throughout Greater Minnesota will occasionally be required. Work is performed in a standard office environment which requires occasionally lifting such articles as file boxes or heavier materials with help from others and/or lifting and carrying light objects frequently. A job in this category may require walking or standing to a significant degree or may involve sitting most of the time with long periods of computer work and heavy phone usage.

Salary/Benefits/Other Information

The annual salary range for this position is between \$45,000 and \$60,000, depending on experience. MCH provides generous benefits including: health insurance, dental insurance, vision insurance, life insurance, short-term disability, and flexible spending account; generous paid time off.

This position reports directly to the Executive Director.

How to Apply

Send electronic cover letter, resume and three references to info@mnhomelesscoalition.org with the subject line DIRECTOR OF PUBLIC POLICY. Applications will be considered until September 30, 2020 or until the position is filled.