



Ohio Alliance to End Sexual Violence

Position Description for: Director of Public Policy

Ohio Alliance to End Sexual Violence (OAESV) is Ohio's members-based statewide coalition. OAESV strongly believes that there is power and strength in our collective voices. A primary function of the coalition is to ensure there is a continuum of timely, inclusive, and effective supports, services, and resources for all individuals who have been impacted by sexual violence and want that access. We do this work through an anti-oppression lens.

The Ohio Alliance to End Sexual Violence (OAESV) seeks a full-time **Director of Public Policy** to work directly with the President & CEO on public policy priorities. The Director of Public Policy is responsible for facilitating public policy advocacy, creating written materials, and providing training and institutional advocacy on behalf of the coalition. The Public Policy Director develops and implements OAESV's public policy agenda, both statewide and nationally; educates OAESV's members, decision makers, and the public about public policy issues; and serves as a representative of OAESV with elected and government officials, stakeholders, and statewide and national groups.

This position requires occasional statewide and national travel. Due to the nature of the work, which requires a frequent presence at the State Capitol, this position is based in Columbus, Ohio. OAESV has a flexible workplace policy that allows for telecommuting when job duties do not require an in-person presence.

Our ideal candidate will share our passion and commitment to believing and supporting survivors, holding perpetrators accountable, and taking action to end sexual violence in Ohio. We also expect that all members of our team recognize that sexual violence and oppression are intricately linked, and are dedicated to grappling with the complexities of societal power and privilege in order to create an inclusive movement to end sexual violence. Candidates must be able to recognize personal biases and address them productively, as well as communicate effectively with a wide range of individuals, groups, and organizations.

All applicants must be familiar and agree with OAESV's mission statement and philosophy regarding the elimination of sexual violence, anti-oppression, empowerment, inclusiveness, and social change. Ideal candidates will have a solid understanding of the root causes of sexual violence, knowledge of macro-level, statewide work, and the need to create public policy advocacy strategies to end sexual violence. As is the case with all positions on our team, the selected candidate will be expected to think outside of the box, to be solution-focused, and to find opportunity amid challenges. The ideal candidate will have empathy, vision, a positive attitude, high professional standards, and passion for the mission of OAESV. In addition, candidates should be politically savvy, outcome-oriented, and interested in being part of a progressive, mission-driven team. They should have a mind for strategic planning and work with intention and accountability.

SALARY RANGE: \$60,000 to \$68,000 a year, commensurate with experience

REPORTS TO: President & CEO

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Serve as legal counsel to OAESV and the administrative office on legal issues regarding sexual assault and non-profit management
- Provide technical assistance in written or verbal form to member programs and others on legal issues regarding sexual assault
- Provide training on sexual assault statutes, advocacy, and legal issues regarding sexual assault to member center staff, law enforcement officers, criminal justice personnel, and related professionals
- Write, prepare, and distribute materials to member programs on legal issues regarding sexual assault
- Recommend public policies affecting sexual assault victims and advocate for those policies
- In consultation with appropriate staff, draft and review contracts and other documents for the administrative office and for OAESV
- Serve as OAESV staff representative to agencies or organizations working on legal issues related to sexual assault
- Complete special legal projects including representation of OAESV as amicus curiae
- Manage OAESV Advocacy Day
- Perform other duties as necessary regarding sexual assault, the law, and legal issues
- Be accountable not only for direct responsibilities outlined in this job description but also to serve fellow staff and other constituents with whom position interacts; ensure actions and communications follow core values
- Attend meetings and trainings as required or assigned

OTHER DUTIES AS ASSIGNED

- Engage with OAESV staff, both individually and as a group, including through meetings, retreats, and programmatic collaborations
- Adhere to the philosophy, policies, and procedures of OAESV
- Complete other tasks as necessary to carry out OAESV's mission and work - as assigned by supervisor

QUALIFICATIONS – Anti-Oppression Approach, Knowledge of Sexual Violence, and Public Policy & Governmental Relations Skills

- Desire to elevate the voices and experiences of marginalized individuals and communities without profiting from their lived experiences
- Excellent written and oral communication skills; able to write clear, structured, articulate, and persuasive policy memos, analysis, and proposals; exceptional proofreading skills
- Juris Doctorate Degree; admitted to Ohio State Bar

- Ability to assist crisis centers in criminal justice proceedings involving sexual assault and sexual abuse
- Ability to communicate legal issues and interpretations in oral and written form to crisis centers and other individuals
- Ability to complete legal projects in a timely manner
- Ability to work remotely as part of a team, and to travel extensively as needed
- Self-directed work ethic and effective time management skills
- Able to use computerized programs such as database, data processing, design/presentation software, and other communication and event software programs
- Able to complete necessary paperwork and meet deadlines
- Able to network and perform public speaking and demonstrations
- Able to hear, reflect, and act on feedback regarding identity and equity with the aim to learn
- Awareness of and sensitivity to issues of sexual violence victimization, prevention, and response
- Proven ability to communicate effectively in a range of settings through knowing the audience and their role as well as engaging in clear messaging

HOURS & LOCATION OF WORK

This is a full time, salaried position (40 hours/week), requiring and offering flexible hours. Some evenings and weekends may be required. As part of a statewide coalition, the Director of Public Policy may be based from a remote office anywhere in Ohio, with the understanding that many meetings take place physically in Columbus in order to provide testimony, meet with legislative aides, legislators, and community partners. Candidate must have the ability to communicate regularly with OAESV staff and to travel extensively throughout the state as needed, including for regular all-staff meetings.

Ohio Alliance to End Sexual Violence is an equal opportunity employer. OAESV offers a robust and competitive compensation package to all eligible employees after 90 days, which includes but is not limited to, vacation, sick, and self-care time. Employee will be eligible for medical, dental, supplemental insurance, group life insurance, and a 401k plan.

Ohio Alliance to End Sexual Violence is an equal opportunity employer. OAESV values the importance of addressing issues of racism, homophobia, ableism, and other issues of oppression in order to make services accessible to all individuals regardless of race; color; sex; gender identity and expression; sexuality; national origin; religion; age; ethnic background; and social, economic, immigration, marital, physical, and/or mental status. People from historically underserved communities are strongly encouraged to apply.

Please submit cover letter and resume to www.oaesv.org/2021EmploymentApplication Please highlight any experience that specifically addresses the essential functions.