



**Census Counts Campaign Director**  
**The Leadership Conference on Civil and Human Rights**

**The Leadership Conference Education Fund**  
Washington, DC

The Leadership Conference on Civil and Human Rights and The Leadership Conference Education Fund seek a **Census Counts Campaign Director**. The Census Counts Campaign is a newly formed collaborative to ensure that the upcoming 2020 decennial census is fair and accurate. The census is a vital part of our democracy as it is used for reapportioning congressional seats; distributing annual federal funds; identifying the need and location for schools and hospitals, and much more.

**The Leadership Conference on Civil and Human Rights**, a 501(c)(4) organization, is the country's oldest and largest civil and human rights coalition of more than 200 national organizations. The Leadership Conference has coordinated national advocacy efforts on behalf of every major civil rights law since 1957. Learn more at [www.civilrights.org](http://www.civilrights.org). **The Leadership Conference Education Fund**, a 501(c)(3) organization, builds public will for federal policies that promote and protect civil and human rights in the United States. Founded in 1969 as the education and research arm of The Leadership Conference, The Education Fund's campaigns inform, educate and empower local, state and national leaders to advance and protect civil and human rights and progressive change in the United States. To learn more about The Education Fund, visit [www.leadershipconferenceeducationfund.org](http://www.leadershipconferenceeducationfund.org).

The Campaign Director will network with census stakeholder groups and experts to help them implement a multifaceted advocacy campaign that will work to ensure adequate funding for the 2020 Census and prevent harmful policies; educate policymakers at the federal, state and local levels; employ strategic communications to educate the public about the policy improvements necessary for a fair and accurate census; and work with partner organizations and other stakeholders to ensure an effective "Get Out the Count" effort. This position will work with diverse audiences and serve as the linchpin to ensure these different constituencies are working in coordination and using campaign-wide tools and messages. This position will be responsible for day-to-day management of the census campaign in an up-tempo, policymaking, advocacy and media-savvy environment. The Campaign Director will also be responsible for ensuring the campaign's goals and objectives are met in the implementation of policies and program strategies, and work closely with census stakeholders representing the civil rights community and others. She/he will ensure that this campaign is in compliance with all government and funder requirements.

Ideal candidates for this position will have a Master's degree and at least 7 years of work experience in public policy, management, and the organization of advocacy campaigns, as well as demonstrated coalition experience and a strong commitment to a fair and accurate census. They must also have strong interpersonal, planning, coordinating, and managerial skills, the ability to manage a complex workload, and to work under tight deadlines. A desire and ability to work with diverse groups of people and a range of census stakeholder sectors as well as strong verbal and written communications skills are a must.

**RESPONSIBILITIES:**

**Administration**

- Acts as the chief coordinator of the campaign
- Supports the campaign's leaders in setting, clarifying, and evaluating goals and objectives
- Assists census stakeholders with implementation of strategic short and long-term plans
- Ensures compliance with all government and funder requirements and other administrative, fiscal, and legal responsibilities

**Program Management**

- Actively engages others involved in the campaign to advocate for a fair and accurate census

- Builds and manages a diverse coalition of stakeholders from different sectors who support a fair and accurate census
- Coordinates advocacy actions from local, state, and national organizations to maximize impact
- Seeks new program opportunities and develops them as appropriate
- Measures production and ensures that performance goals are set and achieved
- Provides leadership for campaign planning process
- Maintains and utilizes a working knowledge of significant developments and trends in the field

#### **Coordination Management**

- Coordinates with others working on census issues with goals of maximizing use of research, communications, and outreach
- Works closely with The Leadership Conference's Get Out the Count coordinator and other internal staff

#### **Community and Public Relations**

- Represents the campaign and communicates about the program to the broader community of interested organizations and individuals
- Effectively liaisons with partners and other relevant organizations and institutions
- Represents the point of view of the program and the organization to organizations and the general public

**Excellent benefits. Salary will be commensurate with experience.**

To apply, e-mail resume, cover letter detailing your fit with the position's responsibilities, and salary requirements to: [personnel@civilrights.org](mailto:personnel@civilrights.org) with Census Counts Campaign Director in the subject line. We are looking to fill this position immediately. **Applications will be accepted on a rolling basis.**

***The Leadership Conference and The Education Fund provide equal employment opportunities to all employees and applicants for employment without regard to race, color, religion, sex, sexual orientation, gender identity and expression, national origin, status as a veteran, age or disability.***