

## The Leadership Conference on Civil and Human Rights

### The Leadership Conference Education Fund

#### **Policing Campaign Manager** Exempt

The Leadership Conference on Civil and Human Rights is a coalition charged by its diverse membership to promote and protect the rights of all persons in the United States. The Leadership Conference has coordinated national lobbying efforts on behalf of every major civil rights law since 1957. For more information on The Leadership Conference and its 200-plus member organizations, visit [www.civilrights.org](http://www.civilrights.org).

The Leadership Conference Education Fund builds public will for federal, state, and local policies that promote and protect the civil and human rights of all persons in the United States. The Education Fund's campaigns inform, educate, empower and mobilize leaders and advocates around the country to push for progressive change in the United States.

The Leadership Conference on Civil and Human Rights and The Leadership Conference Education Fund seek a **Policing Campaign Manager** to help oversee our national effort to advance 21st Century best practices in policing. The Policing Campaign Manager will help advance these goals by supporting the local campaigns and helping to execute the national campaign's strategic plan. The ideal candidate will combine project management experience with strategic thinking, communications, and advocacy.

#### **Duties and Responsibilities:**

- Assists in production of 21st Century policing best practices report and advocacy toolkit.
- Coordinates round tables and panel events to promote 21st century policing best practices.
- Assists in the development, coordination, and maintenance of effective technical support for local campaigns.
- Facilitates management of and communication with local campaign managers.
- Researches prospective partners and grassroots advocates in target jurisdictions.
- Helps to develop Policing Campaign's long-term strategic plan.
- Writes, edits, and designs content for campaign site, social media outlets, campaign, and outreach materials.
- Assists in developing online tool for analyzing law enforcement data.
- This position requires occasional travel.

**Management responsibilities:** This position has no direct reports.

**Reports to:** This position reports directly to the Policing Campaign Director.

#### **Education and Experience:**

- A Bachelor's degree is required; a Masters or other advanced degree a plus.
- 3 or more years relevant professional experience; previous advocacy experience a plus.
- Experience framing issues and using research to guide advocacy efforts, and organizing outreach to stakeholders and partners.
- Ability to work with diverse groups of stakeholders.

- Knowledge of criminal justice system and policing, preferred.
- High-level competency with Microsoft Word, Excel, and PowerPoint.
- Experience working with social media and online communications platforms.
- Ability to work under pressure and meet urgent deadlines.
- Excellent interpersonal skills -- must be able to work within a team.

**Salary and Benefits:**

This is a full-time position with a competitive salary and excellent benefits.

**To Apply:**

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 **Policing Campaign Manager** in the subject line. Only applications submitted by email will be considered. 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 expression and identity, veteran status, national origin, age or disability.*