Wider Opportunities for Women (WOW) seeks a **Director of Policy and Advocacy** to lead our federal advocacy program promoting economic security for working families and elders through quality jobs, education, job training, public work supports and asset development.

Wider Opportunities for Women performs research, advocacy, technical assistance and training with partners across the country and in Washington, DC, in order to promote equality of opportunity and pathways to lifetime economic security for women and their families. With an ultimate goal of economic security, WOW has developed two indexes of economic security to show the income needed to meet basic needs, the Basic Economic Security Tables (BEST) and the Elder Economic Security Index.

**Responsibilities**

Reporting to the President and CEO, the Director of Policy and Advocacy is a member of WOW’s senior staff and takes the lead in developing and implementing the organization’s policy agenda at the federal level. Responsibilities include, but are not limited to:

- Monitoring and analyzing relevant activity on Capitol Hill, in the executive branch, and in peer organizations at the national level;
- Providing strategic analysis and background for the development of WOW’s annual policy agenda;
- Developing and implementing strategy for advancing policy goals with key decision-makers in the legislative and executive branches;
- Organizing the efforts of WOW’s policy team and other staff who monitor and act on the national policy agenda;
- Promoting the use of WOW’s economic security measurement tools in policy analysis and development;
- Convening and staffing the National Coalition on Women, Jobs and Job Training (NCWJJT); representing WOW on the Career and Technical Education Task Force of the National Coalition for Women, Girls and Education and other coalitions relevant to WOW’s policy priorities;
- Developing policy proposals and advocating them individually and in conjunction with allies;
- Communicating with and briefing members of Congress, their staff and agency officials through in-person meetings, written communications, and phone calls;
- Briefing WOW’s national network of partners and allies on policy matters through written and electronic media;
• Providing background information for WOW’s communications and field departments;
• Participating in social media activities;
• Working with the organization’s development team in support of WOW’s fundraising agenda;
• Coordinating with WOW’s senior staff and contributing to the organization’s overall planning and accountability systems.

Qualifications
The Director of Policy and Advocacy will have:
• A minimum of five years of advocacy experience at the national level on issues related to economic security, including employment, workforce development, workplace flexibility, the federal budget process and equal opportunity;
• Demonstrated ability to analyze public policy proposals, including the drafting of legislative language;
• Experience in and comfort communicating with high level Congressional and executive branch policy-makers and staff;
• Ability to use data in shaping policy messages;
• Experience in coalition-building and working in a team environment;
• Ability to communicate complex information clearly in writing and in oral presentations to a range of audiences;
• Strong organizational and interpersonal skills;
• Master’s or higher degree in a related field preferred.

Compensation
This is a full-time, permanent position. Compensation is commensurate with experience and includes a generous benefits package.

Application deadline
Until the position is filled.

Application process
Email resume, cover letter and a writing sample to:

Vivian Staples (vstaples@wowonline.org)
Subject: Director of Policy and Advocacy Search
Wider Opportunities for Women
1001 Connecticut Ave., NW, Suite 930
Washington, DC 20036
Phone: 202/464/1596
Web Site: www.wowonline.org

WOW is an equal employment employer. Qualified women and people of color are encouraged to apply for this position.