



Disability Network

Director of Public Policy and Advocacy Lutheran Services in America Disability Network

Position Summary:

The Lutheran Services in America Disability Network (LSA-DN) seeks a director of public policy and advocacy to work closely with Lutheran Services in America for sound and compassionate public policies on behalf of member health and human service organizations and the people they serve..

LSA-DN's Director of Public Policy and Advocacy will serve as a liaison to LSA-DN members, Congress, the Administration, and other national organizations and coalitions. The director will monitor and analyze Medicaid related legislation and regulations, develop regulatory comments, perform research, communicate with LSA-DN members, and coordinate initiatives with other disability organizations. Communicating with LSA-DN members includes updating websites, social media, email communication, and presentations.

Accountabilities:

1. Represent LSA-DN on Medicaid related public policy issues to elected and/or appointed officials, their staff, and relevant groups, within established policies and procedures of LSA. Build and mobilize relationships on the federal level.
2. Represent LSA-DN in public policy coalitions and related organizations.
3. Develop and implement strategies that engage LSA-DN members and the people they serve in public policy advocacy.
4. Work closely with LSA-DN Chair or his/her designee and LSA-DN's public policy and advocacy team.
5. Plan and implement public policy strategies with LSA-DN members.
6. Educate LSA-DN members regarding potential changes to Medicaid.
7. Define key elements in the Medicaid debate and work with LSA-DN members to develop strategies to shape the debate.
8. Track state level Medicaid initiatives and share information with LSA-DN members.

9. Implement a multi-faceted communications plan that includes a strong social media component.
10. Respond to requests for information, referrals, and resources from LSA-DN member organizations when appropriate.
11. Work with LSA to promote LSA-DN's public policy priorities in LSA initiatives, publications and events.
12. Develop relationships with colleges and universities to promote internship possibilities.
13. Other duties as assigned by LSA-DN Policy and Advocacy Team (PAT) and Advocacy Team Chair.

Qualifications:

1. Bachelor's degree and at least five years of experience in public policy, government relations, advocacy or disabilities. Advanced degree preferred.
2. Knowledge of governmental structures, the legislative process, and health and/or social service programs and service provision.
3. In-depth knowledge of Medicaid and/or disabilities issues preferred.
4. Strong written and verbal communication skills.
5. Strong interpersonal skills to interact with a variety of people, both internal and external, on a multitude of issues.
6. Detail oriented, self-starter, analytical, able to meet deadlines, and a team player.
7. Commitment to LSA-DN's vision and mission.
8. Basic understanding of the role of advocacy in the church's ministry.
9. Flexibility to accommodate overnight travel.

The position reports to the Chair of the LSA-DN Policy and Advocacy Team. The position relates on a day to day basis with LSA staff who may also be based in Washington, D.C.

This position is an exempt full-time position under the Fair Labor Standards Act. Note that this document is intended to describe the general nature and level of work related to this position. It is not intended to be construed as an exhaustive list of all responsibilities and skills required.

December 1, 2009