



Community Renewal Society
Director of Policy Position Description
Position will remain open until filled

I. About the Organization – Mission, Vision, and Scope

Community Renewal Society (CRS) is a faith-based organization that strives to achieve its vision of a just community in which racism and poverty no longer limit people's full participation in society through working with a powerful organizing and policy advocacy network and by publishing two highly-regarded investigative journals on matters of social justice.

II. About the Position

The Director of Policy leads the Policy team in developing and implementing the organization's policy agenda in coordination with the work of CRS' community leaders and the Organizing staff. The Director of Policy also does direct lobbying on one or more specific policy initiatives and staffs one or more issue teams and/or community campaigns. The Director of Policy is a member of the senior leadership team and reports to the Deputy Director.

III. Essential Responsibilities/Functions

Primary responsibilities include, but are not limited to:

- Lead coordinated efforts with Policy and Organizing staff and community leaders to explore community problems, research potential solutions, develop policy proposals, and identify coalition partners and community allies;
- Work with staff collaboratively to develop operational plans for each legislative campaign
- Oversee the development of materials that advance policy initiatives
- Educate and lobby members of the Illinois General Assembly on the policy priorities of CRS' platform
- Coordinate with Communications, Policy, and Organizing units to create content for on-line media, write timely blogs on current issues, organize educational forums, speak at news conferences, and testify at legislative and/or public hearings;
- Serve as a member of the CRS Leadership Team, contributing to an overall climate of mutual support among program units, vision casting for the organization, problem solving, and opportunities for cooperation across departmental lines;
- Contribute to the development of state-wide or local policy recommendations through participation in legislative task forces, work groups, and/or study commissions aligned with CRS' mission.

IV. Qualifications

Essential qualifications include:

- Master's degree or equivalent in public policy, community development, legal, theology, or related field
- A minimum of 7-10 years of experience in public policy advocacy and knowledge of the politics of the City of Chicago, Cook County, and State of Illinois, particularly at the state level
- A minimum of 5-7 years of experience in program management, budget development, staff supervision, performance evaluation, impact measurement
- A minimum of 3 years of supervisory experience
- Commitment to the faith-based tradition and work of CRS
- Capacity for communication and relationship-building with clergy, congregational members, FORCE (Fighting to Overcome Records and Create Equality) leaders, and the general public on matters of justice and faith
- Experience with and/or knowledge of grassroots community organizing and decision-making practices, including demonstrated ability to interact comfortably and competently with people from diverse racial, social, economic, and education backgrounds
- Experience with and/or knowledge of policy issues emerging from realities of race and poverty (e.g., progressive tax policy, education funding reform, criminal justice, restorative justice, work force development, affordable housing, and police accountability)
- Excellent written and oral communication skills essential, along with research capacity and theological reflection
- Willingness to travel regularly, with some over-night stays

V. Compensation and Benefits

This a full-time, exempt position with benefits. Compensation negotiable based on experience and commensurate with organizational salary structure.

VI. How to Apply

Community Renewal Society has retained Morten Group to conduct this search.

Applicants should email a cover letter and resume in PDF format to executivesearch@mortengroup.com with subject line "Community Renewal Society - Director of Policy Search." Cover letters will be evaluated as a writing sample and should include the applicant's salary history.

Interested candidates should apply no later than September 9th for best consideration. Questions must be directed to the email address above. No phone calls, please. Note that due to the number of applications we receive, we will only respond to those candidates whom we would like to invite to interview for the position.

Community Renewal Society is an equal opportunity employer and is committed to a culture of diversity, equity, and inclusion. People of color are strongly encouraged to apply.