Policy Associate/Campaign Coordinator: Pay It Forward

Temporary Position

EOI is currently seeking experienced candidates to coordinate policy development and legislative campaigns for higher education policy development for Pay It Forward. Details of the policy can be found here. Of particular interest to EOI is an interest in policy analysis, including potential impacts of Pay It Forward on different populations, and coordination of Pay It Forward with existing financial aid and higher education financing policies.

Background in policy development, organizing, campaign strategy, and/or communications is especially desirable. 40 hours per week.

Key duties will include:

- Participating in the development of Pay It Forward iterations and legislation in Washington state
- Providing technical policy advice, legislative templates, and financial calculations to interested advocates and legislators in other states.
- Working with Congress, the Department of Education, and the IRS to develop federal legislation to support state Pay It Forward pilot projects.
- Coordinating advocacy for Pay It Forward proposals in Washington state
- Participating in policy development and stakeholder ownership for Pay It Forward in Washington state
- Communicating with policymakers
- Working with communications staff to increase presence in local, state, and national media

Minimum qualifications:

- B.A. degree
- 5 years of professional experience. Background in policy development, organizing, campaign strategy, and/or communications is especially desirable
- Ability to work independently and as part of a team
- Ability to work with a broad range of people
- Excellent communication and organizational skills
- Commitment to EOI’s mission

Compensation: Wage DOE. EOI provides a generous benefits package.

Other factors: Access to EOI’s office requires use of stairs. Majority of work will be during traditional business hours, but some evening and weekend work may be required. Travel around Washington state, to Washington DC, and to other states will be required.
Please submit resume and cover letter to info@eoionline.org, ATTN: John Burbank

Applications accepted until position is filled.

The Economic Opportunity Institute is an equal opportunity employer. We are committed to fostering diversity in our organization and our community, and encourage applicants from minority groups.