



Job Opportunity Director of Public Policy

Description of Employer

The Massachusetts Association of Community Development Corporations (MACDC) is an association of mission-driven community development organizations dedicated to working together and with others to create places of opportunity where people of diverse incomes and backgrounds access housing that is affordable, benefit from economic opportunities and fully participate in the civic life of their community. We operate as a membership organization with 100 members and associate members across the Commonwealth. CDCs are nonprofit, -community-based- organizations working to revitalize lower-income communities and support lower-income people in middle- and upper-income communities across the state. MACDC was founded in 1980 and operates with an annual \$1.8 million budget. With ten full-time staff-, plus part-time workers and interns-. MACDC is one of the leading CDC state associations in the United States. For more information, please visit www.macdc.org.

Job Summary

Reporting to the President & CEO, the Director of Public Policy will provide strategic thinking and drive MACDC's public policy and governmental affairs work at the federal, state, and local levels. The Director provides leadership within the organization and in the broader community to facilitate public policy advocacy. This person will also lead efforts to engage and mobilize MACDC's members in both the establishment of our policy priorities and positions and in advocating for those policies before the Legislature and state agencies.

Primary Responsibilities

- Represent MACDC at the State House, cultivating relationships with legislators, crafting strategy to advance legislation, testifying at legislative hearings, drafting, and lobbying on legislation, and otherwise advancing our legislative agenda.
- Work with our members, allies and other MACDC staff members, develop policy positions, conduct/oversee action-oriented research, formulate strategy, and lead advocacy campaigns.
- Mobilize MACDC members to participate in advocacy campaigns, including organizing district meetings, sending out action alerts, and training community residents to engage more powerfully in public advocacy.
- Represent MACDC with public and private sector organizations, including state and local agencies, community development intermediaries, foundations, banks, and allied non-profit organizations.
- Track policy and legislative developments of relevance to our members.
- Represent MACDC on policy matters within the City of Boston and with our Congressional Delegation.
- Build relationships with diverse constituencies and organizations to build strong multi-racial, multi-ethnic coalitions: Effectively represent MACDC in these spaces.

- Analyze public policies through a racial equity lens with the goal of advancing policies that confront structural racism and reduce racial inequities and disparities.
- Lead MACDC’s Policy Team, staff our Board Policy Committee and other ad hoc committees as necessary to advance our policy agenda.
- Cultivate relationships with CDCs across the state to develop deep knowledge about the sector and to build personal relationships with CDC leaders.
- Lead on MACDC advocacy events and assist with other events and programs, as required.
- Be an effective team member and collaborate with colleagues to advance MACDC’s mission.
- Proactively contribute to the creation of an inclusive and welcoming workplace at MACDC.

Qualifications:

- Five or more years of non-profit, government and/or related professional experience
- Experience working on policy campaigns that involve both “inside” lobbying and “outside” organizing and coalition building; Experience in the Massachusetts State House preferred.
- Awareness of the disparate impact of public policy along racial and class lines, and the ability to formulate and evaluate policy proposals for their ability to address those disparate impacts.
- Extraordinary communication skills including group facilitation, presentation, listening, verbal, writing and editing skills, and experience using those skills to influence others to take action.
- Proven ability to staff and lead committees and coalitions, and to work effectively in a community setting with people from different racial and socio-economic backgrounds.
- Knowledge of community economic development practice preferred, especially in one or more of the following areas: affordable housing, small business development, family asset building, economic development, or public health.
- Reliable co-worker and team player who can think strategically and creatively solve problems.
- Knowledge of and experience with Microsoft applications including Word and Excel, comfort working with data systems, CRM, social media, and websites.
- Interest in collaborative leadership and the ability to lead side by side with other leaders.

Compensation and Benefits:

This is a full-time, salaried, exempt position with a starting salary range of \$90,000 to \$105,000, commensurate with experience and qualifications. MACDC also offers a comprehensive and generous benefits package which includes health insurance (80% paid by MACDC), dental, group life and disability, 403b plan with \$400 monthly employer contribution, and significant paid time off. MACDC is currently operating as a hybrid organization with a minimum of two days in-office.

Application Process and Additional Information:

MACDC is an equal opportunity employer and views diversity, inclusion, and cultural competence as vital guiding principles in its work. MACDC welcomes and encourages applications from BIPOC individuals, members of the LGBTQ community, persons with disabilities and others who may contribute to the diversity of the organization and reflect the diversity of the communities served.

Apply by e-mail to careers@macdc.org with “Policy Director” in the subject line. Please include PDFs of your resume and a cover letter describing how your qualifications and experience match the needs and mission of MACDC. Applications will be accepted until the position is filled.