



JOB DESCRIPTION

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| Title: | Economic Justice Program Director |
| Reports to: | Deputy Director of Programs and Policy |
| Salary: | Commensurate with experience |
| Work Schedule: | Full Time, Exempt |
| Location: | Washington, D.C. |
| Date Posted: | October 26, 2015 |
| Deadline to Apply: | Rolling |

ABOUT NAPAWF

The National Asian Pacific American Women's Forum is the only national, multi-issue Asian American and Pacific Islander (AAPI) women's advocacy organization in the United States. We are building a movement to advance social justice and human rights for AAPI women and girls in the U.S. We implement our vision by increasing the leadership, power and visibility of AAPI women and girls through four strategies: grassroots organizing and leadership building; community based research; policy advocacy; and strategic collaborations. Founded in 1996, we are a growing and dynamic organization with staff in three offices and local chapters in sixteen cities.

POSITION OVERVIEW

This position is a significant leadership position for an entrepreneurial professional who is passionate about movement building, policy advocacy, economic justice, and AAPI women and girls. The Economic Justice Program Director is the leader responsible for developing NAPAWF's first nationally-funded economic justice program.

POSITION SUMMARY

The Economic Justice Program Director, who is based in Washington, D.C. and reports to the Deputy Director of Programs and Policy, is responsible for developing and implementing NAPAWF's new economic justice program that represents the needs and experiences of AAPI women and girls. The Economic Justice Program Director will be:

- Identifying new opportunities nationally and locally and developing key programs to advance economic justice for AAPI women and girls
- Representing the needs and experiences of AAPI women and girls in local and national policy discussions about women's economic needs
- Educating legislative, administrative, and community decision makers on economic policy issues affecting AAPI women and girls
- Leading the AAPI community in developing a narrative around the intersections of race, gender and poverty

- Building the capacity of NAPAWF chapters to do local/state/national advocacy work.
- Conducting policy analysis and advocacy that focuses on economic justice issues for AAPI women and girls
- Organizing national/ international gatherings, policy briefings and conference presentations
- Assisting the Executive Director and the Deputy Director of Programs and Policy with outreach and managing relationships with funders
- Writing press releases, fact sheets and op-ed articles for distribution to members and the general public
- Assisting in supervising volunteers, policy associates, law clerks and interns
- Performing duties, as necessary, as a member of the NAPAWF team

QUALIFICATIONS:

We're seeking a candidate who is able to bring big ideas into fruition and excels in relationship building, is results oriented, and has strong project management skills. You should have:

- A Master's Degree or equivalent work experience
- A demonstrated commitment to meeting a high bar and a history of getting things done even in the face of obstacles
- A high-level, strategic understanding of social change and progressive movements backed by direct experience with grassroots efforts
- Past successes designing and leading policy advocacy and/or campaign initiatives on a local, state and/or national level
- Excellent communication and written experience and ability as a spokesperson to articulate messages to different audiences
- A track record of developing and maintaining strong working relationships with and among a diverse group of stakeholders
- Experience managing multiple projects and ability to work flexible hours and travel

SALARY & BENEFITS

Compensation is commensurate with experience. Very generous benefits including medical, dental, and vision coverage (for self and family), 15 days of vacation in first year, sick leave, 403b employer contributions, flexible spending program options and personal/family leave.

WORK ENVIRONMENT

This position is based in an office setting though some travel will be required.

To Apply: Please email a cover letter, resume or CV, a sample curricula or campaign plan you've developed, and the names and contact information for three references to

HR@napawf.org, with “Economic Justice Program Director” in the subject line. Application deadline is rolling.

NAPAWF, a project of Tides Center, is an equal opportunity employer. We strongly encourage and seek applications from women, people of color, including bilingual and bicultural individuals, as well as members of the lesbian, gay, bisexual, and transgender communities. Applicants shall not be discriminated against because of race, religion, sex, national origin, ethnicity, age, disability, political affiliation, sexual orientation, gender identity, color, marital status, medical condition (cancer-related) or conditions Acquired Immune Deficiency Syndrome (AIDS) and AIDS-related conditions (ARC). Reasonable accommodation will be made so that qualified disabled applicants may participate in the application process. Please advise in writing of special needs at the time of application.