



**We work to help Delaware become a global leader in educating each of its students to contribute and thrive.**

**We believe a great education changes everything—from the life of a young person to the health and vibrancy of a community. A great education opens up worlds of opportunities, strengthens economies, and promotes civic engagement. It changes *everything*. At Rodel, we're working to make sure every student in Delaware gets a great education and empowering our state to become a leader for equity and excellence.**

**Job Title:** Advocacy and Government Affairs Manager

**Reports To:** Senior Vice President

The Advocacy and Government Affairs Manager will bring an energetic and forward-thinking perspective to ensure that Delaware is global leader in educating each of its students to contribute and thrive. The primary role is to coordinate the strategy for government affairs, including legislative relationships and community and advocacy partners. Projects may address advocacy coalition engagement, development of internal and external strategy, policy development, and partnership development including engaging with experts to inform Delaware solutions; and building consensus among partners by constructing solutions. Work will include our education focus areas: early learning, teacher preparation and diversity, pathways and postsecondary success, student-centered learning, and education equity.

The Manager of Advocacy and Government Affairs represents Rodel externally and gathers important insights to inform Rodel's mission in state meetings, the General Assembly, national convenings, and in the community. The work will entail strategic planning, coalition and stakeholder engagement, message development, and recruitment of new partners and voices. It will include training staff and partners to be strong advocates, speak at hearings, communicate their positions effectively, and serve on state boards/commissions.

**Critical Success Attributes and Strengths for this Role:**

- Complex project management and strategic thinking
- Sound, strategic decision-making, based on analysis, experience and judgment
- Strong understanding of political process, nonprofit advocacy limitations, lobbying and advocacy strategies
- Strong relationships and community knowledge
- Experience with policymaking and political or issue campaigns
- Ability to manage advocacy movements and support advocate/partner capacity
- Attention to detail and timelines to achieve work “behind the scenes” with partners who have other priorities and demands
- Good judgment and ability to work independently
- Ability to collaborate and develop relationships with coalition partners and advocates
- Strong communications skills and ability to inform policymakers
- Energy/enthusiasm
- Flexibility

## **Essential Duties and Responsibilities:**

- Government Affairs Strategy and Management
  - Develop and implement a government affairs strategy
  - Contribute to policy agenda development and to positioning strategy
  - Manage organizational government affairs, including monitoring legislative process, analysis of bills, and policy proposals
  - Ensure internal coordination and awareness of key issues and political dynamics that may impact Rodel strategy and initiatives
  - Track lobbying activities and expenditures, lead reporting procedures
- Relationship Management
  - Build and maintain relationships with legislative staffers, policymakers, lobbyists, key partner organizations, and community members to advance our policy agenda
  - Build external relationships with our partners, including serving on boards and commissions, and as a lobbyist
  - Represent the Rodel at external events
- Advocacy and Community Engagement
  - Support government affairs strategy and advocacy efforts of coalitions
  - Lead and support community engagement through focus groups and roundtables
  - Identify key voices to amplify, recruit community members, and connect them with the right opportunities
  - Train community members and advocates on advocacy and government affairs
- Development and Communications
  - Contribute to development strategy and support research and proposals
  - Collaborate with communications and research team to produce talking points, one pagers, collateral, branding, and social media to support advocacy efforts
  - Support efforts to conduct polls and other outreach strategies

## **Education/Experience and Computer Skills:**

To perform this job effectively, a bachelor's degree is preferred. At least 5 years of experience coordinating and managing complex projects is required.

Experience in public policy, public education, and advocacy is preferred, but not required. An advanced degree in education, public policy, law, business or another relevant field and/or real world experience in policy, education reform, consulting, or grant management would be advantageous in preparing candidates to succeed. Knowledge of state and national education systems, including policymaking structures and policymakers, is preferred. Familiarity with Delaware and experience teaching are preferred, but not required.

To perform this job successfully, an individual must be proficient in the Microsoft Office suite.

**Rodel is an equal opportunity employer, offering a competitive salary and benefits package.**

**For further information on Rodel, please visit us at [www.RodelDE.org](http://www.RodelDE.org)**

## **To Apply:**

*Submit a cover letter and resume to Tiffany Trawick at [ttrawick@rodelde.org](mailto:ttrawick@rodelde.org).*