



POSITION AVAILABLE

Lead-Free New Jersey Manager

ORGANIZATION

Founded in 1987, **New Jersey Future** is a nonprofit, nonpartisan organization that promotes sensible growth, redevelopment, and infrastructure investments to foster vibrant cities and towns, protect natural lands and waterways, enhance transportation choices, provide access to safe, affordable and aging-friendly neighborhoods, and fuel a strong economy. New Jersey Future does this through original research, innovative policy development, coalition-building, advocacy, and hands-on technical assistance. Embracing differences and advancing fairness is central to New Jersey Future's mission and operations. New Jersey Future is firmly committed to pursue a culture of greater justice, equity, diversity, and inclusion through its programs, internal operations, and external communications. The organization is based in downtown Trenton, NJ. For more information, visit www.njfuture.org.

SUMMARY

New Jersey Future is looking for a skilled, organized, motivated individual to launch and manage the day-to-day operations of **Lead-Free New Jersey**, a new collaborative forming to ensure lead-free children through changes to state policy. The successful candidate must be committed to environmental and social justice, be skilled in policy advocacy, and understand community organizing. Strong communications, organizational, and teamwork skills, and the ability to manage multiple priorities and relationships at the same time are required. This is an opportunity to achieve lasting change on one of the state's most timely and urgent public health issues.

PROGRAM

Every child should grow up healthy, strong, and able to reach their full potential. **Lead-Free New Jersey** is being formed as an inclusive and equitable collaborative that ensures lead-free children and a lead-safe environment through changes to state and local policies. The initiative will target lead hazards in low-income communities and communities of color while also creating the conditions for lead-free children statewide. The collaborative will have diverse members: policy advocates, leaders and organizers from impacted communities, and water and housing practitioners. To center the work on the needs and perspectives of directly affected communities, the collaborative will include significant local representation among its leadership and members and partner with local organizing efforts focused on lead. At the heart of the initiative will be a **collaborative campaign** pushing for change at the state and local level. New Jersey Future will facilitate the campaign, integrating coalition-building, community organizing, and state policy advocacy.

RESPONSIBILITIES

The campaign manager leads the day-to-day work of Lead-Free New Jersey. A successful manager organizes the coalition's activities, orchestrates a coordinated advocacy campaign, and centers the work on the needs and perspectives of directly affected communities. The manager's responsibilities include, but are not limited to:

- Policy advocacy: Coordinate an advocacy campaign of collaborative members to achieve adoption of new state laws, regulations, programs, and spending.
- Coalition management: Recruit and engage diverse coalition members to advance Lead-Free

New Jersey's goals. Work with two co-chairs, a steering committee, and coalition members to first launch the collaborative and then advance its goals through meetings, shared projects, and communications.

- Coordination with community efforts: Partner with local community education and organizing efforts working for lead-free homes and water systems. Connect them with the collaborative.
- Communications: Oversee the preparation of professional communications to promote the campaign's agenda through branding, social media, and earned media. Create a website and newsletters to provide regular updates to coalition members.
- Event planning: Plan and execute quarterly coalition meetings and other smaller events.
- Management: Coordinate support from other staff and partners who are responsible for communications, government affairs, and policy. Manage consultants in the areas of communications, facilitation, and collaborative process.
- Funder relationship: Prepare annual foundation reports and proposals.

SKILLS AND EXPERTISE

- Strong leadership skills and experience with an ability to motivate, influence, and drive creativity and enthusiasm in others.
- A strong understanding of the importance of engaging community members and other stakeholders early and often in the decision-making and implementation process.
- A demonstrated commitment to racial equity and experience working on the issue with others.
- A self-starter who assumes responsibility and makes sound decisions.
- Team player with a collaborative working style.
- Strong verbal and written communication skills. Experience interacting with and coordinating a diverse group of individuals.
- Excellent organizational skills, including the ability to convene meetings, plan events, and manage multiple priorities and relationships.
- Experience with collaborative efforts involving many stakeholders is a plus.
- Experience or interest in one or more of Lead-Free New Jersey's key policy areas—community development, water infrastructure, public health, environmental justice, sustainability.
- College degree or equivalent.
- Minimum five years of experience in an advocacy, policy, or community organizing role.

COMPENSATION

The salary for this position depends on the candidate's experience and skills and will exceed \$60,000. This is a full-time position with benefits.

APPLICATION

Interested and qualified candidates should submit a cover letter including salary requirements, a resume, and one short writing sample (no more than five pages) to njfuture@njfuture.org.



At New Jersey Future, we embrace differences and advance fairness as a means to nurturing powerful ideas and realizing meaningful social change. All qualified candidates are encouraged to apply and will be considered for employment without regard to race, color, religion, sex, sexual orientation, gender identity, or national origin.