

Latino Community Fund Georgia: Advocacy Contractor

The Latino Community Fund (LCF Georgia) a 501(c)3 nonprofit supporting Latino-Led and Latino-serving organizations and leaders with advocacy, technical assistance, program development and direct investments.

Position: Advocacy Contractor

Reports To : Deputy Executive Director

Description of the Opportunity:

Latino Community Fund Georgia is seeking a highly motivated and skilled Legislative Advocacy Contractor to support our efforts in advancing policies that benefit immigrant and Latino communities. The ideal candidate will have a strong understanding of the legislative process, a passion for social justice, and experience advocating for immigrant rights at the local and state level and established relationships in both parties.

The contractor will represent LCF Georgia legislative priorities, track legislation, cultivate relationships on behalf of the organization and support the Deputy Executive Director and Executive Director as needed at the Capitol during the legislative session.

Programmatic Work Responsibilities

Legislative Research & Analysis:

- Conduct in-depth research on relevant legislation, regulations, and policies that impact immigrant communities. Provide summaries, briefings, and recommendations to internal stakeholders.
- Track and report on the status of key pieces of legislation. Keep stakeholders informed about legislative developments, hearings, and votes that could impact immigrant populations.

Advocacy Support:

- Assist in developing and executing advocacy strategies to support bills and initiatives that promote immigrant rights. This includes drafting advocacy materials (e.g., talking points, policy briefs, action alerts, letters of support).
- Engage with community organizations, advocacy groups, and other stakeholders to build and maintain coalitions focused on immigrant rights issues. Help coordinate joint actions, including petitions, rallies, and public campaigns.
- Support direct advocacy efforts with lawmakers, government agencies, and policymakers to influence legislation and promote policy changes that benefit immigrant communities. This may include scheduling meetings, preparing meeting materials, and tracking legislative progress.
- Assist in organizing grassroots campaigns to advocate for immigrant-friendly legislation, including building and mobilizing a network of volunteers and community members.

Required Skills & Qualifications

- Three years of similar work experience
- Willing and available to be at the Capitol January-March during weekdays including evenings as needed
- Committed to LCF Georgia's mission, social justice and immigrant communities
- Ability to work with limited supervision / self-starter
- Access to a dependable vehicle and drivers' license
- Flexible to work during evenings, weekends and drive around Georgia
- Ability to work in a fast paced environment
- Legislative analysis skills, including drafting policy briefs and summaries
- Excellent written and interpersonal communication
- Experience with the legislative process and history in Georgia
- Positive attitude

Preferred Skills & Experience

- Experience with the Latino and immigrant community the southeast of the US

Location, Duration & Compensation

The Advocacy Contractor is a part-time contract work position based at our downtown office and the Georgia State Capitol. Compensation depends on experience and established presence in the legislative space.

To apply, send your resume to Jean-Luc@lcfgeorgia.org with the Subject: Advocacy Contractor Job Position