

Environmental Policy & Advocacy Coordinator

West Harlem Environmental Action Inc. a/k/a WE ACT for Environmental Justice is a Northern Manhattan community-based, membership organization whose mission is to build healthy communities by ensuring that people of color and/or low income participate meaningfully in the creation of sound and fair environmental health and protection policies and practices. We use community organizing, community-based participatory research and evidence-based policy advocacy campaigns to create systemic policy change at the federal, state and local levels of government. WE ACT is locally and nationally known for its work on children's environmental health, community-driven climate resiliency, healthy homes campaigns government accountability, and community-based environmental health research partnerships.

WE ACT seeks a full-time Environmental Policy & Advocacy Coordinator to work closely with WE ACT's Director of Policy to develop strategic, unified, and sustained advocacy to achieve equity in policy and practice by influencing city executive, legislative and agency actions and by educating legislators/officials on toxic chemicals policy, climate/energy justice, environmental health, and more. The analyst will coordinate WE ACT's Northern Manhattan Climate Action Plan (NMCA), and other community-based planning issues including rezoning proposals, renewable energy, green infrastructure projects, and more. This position will report to WE ACT's Director of Policy.

The Environmental Policy & Advocacy Coordinator advances WE ACT's policy agenda at the local, state, regional and national level. The individual in the position defines and formulates WE ACT's policy positions, builds broad-based support for these positions, and promotes WE ACT's presence and the presence of an environmental justice perspective in policy formation.

Responsibilities

- Develop and implement an annual public policy agenda to advance environmental justice for the organization with the policy team.
- Staff task forces and other collaborative initiatives and projects.
- Lead and participate in policy-setting forums and government relations activities.
- Provide strategic advice on public policy issues to the Executive Director, Director of Policy, and other WE ACT staff.
- Strengthen and support the overall public policy development capacity of the organization and the community we serve.
- Monitor and provide strategic advice, briefings, and recommendations on legislative change and policy issues at the federal, state and municipal levels.
- Develop and implement the organization's public policy agenda based on existing priorities and ongoing consultations with WE ACT staff and key

stakeholders in the environmental, environmental justice and environmental health movements.

- Lead or participate on task forces and collaborative initiatives to develop effective public policy solutions to systemic issues.
- Organize and lead community-based planning initiatives including facilitating workshops, developing planning materials, and strategically engaging in the public planning process to promote equity in land use and development.
- Identify and work with key partners to advance the organization's public policy agenda.
- Address urgent policy issues as they arise.
- Build community and government awareness on key policy issues through public education, government relations, and media strategies.
- Create forums for dialogue with government officials, funders, agencies, and donors on topics impacting environment, environmental justice and environmental health in communities of color.
- Provide leadership to WE ACT programs/projects.
- Work on departmental and organizational teams and projects.
- Advise the organization about "sign-on" letters addressing current or future policy issues.
- Establish an organizational repository for "sign-on" letters.

Skills

- Excellent public speaking and writing skills required.
- Ability to engage diverse stakeholders.
- Ability to work in a team of community organizers, policy advocates, and researcher.
- A strong understanding of environmental policy and law; environmental justice concerns and perspectives; city, state and federal politics; and New York political leadership

Salary

- \$50 to 60,000 annually depending on experience. Medical, dental and vision insurance provided. Also, voluntary benefits (Aflac, Colonial Life). Pretax 401K & Transit card programs available.

Applications

- Send to evelyn@weact.org, **Telephone calls will not be accepted.**
- Include cover letter, resume, three references, **and** daytime contact information.

WE ACT is an equal opportunity employer and strongly encourages applications from people of color, women, persons with disabilities, and LGBTQ communities.