Policy Assistant

(2022)

Position:  Policy Assistant (Part-time/up to 20 hours/per week)

Location:  The position is remote. There is a preference for individuals located in one of our focus states (AL, CA, GA, KS, OH, TX) or Washington, D.C.

Position Summary:

This is a part-time position will begin February 2022 and end June 2022.

The Policy Assistant will get an inside understanding of the fight to attain reproductive justice through federal, state, and local policy efforts. In addition to experience with legislative activity, the Policy Assistant will also gain experience in coalition building, working with partner organizations around key reproductive justice issue areas.

At the core of URGE’s mission are our values, and a commitment to justice, equity, diversity, and inclusion, disrupting anti-Blackness and dismantling white supremacy. We seek candidates whose values are aligned with those of our organization.

The Policy Assistant reports to the Federal Policy Manager and/or Director of Policy.

Key Responsibilities:

The Policy Assistant will conduct meaningful tasks and are responsible for their own individual projects. URGE provides substantial projects in the areas of:

- Policy: Research, legislative tracking, bill analysis, administrative/executive agency comments, etc.

Qualifications:
• **Ability to commit to part-time work between February – June 2022** *(hours to be determined)*
• A passion for reproductive justice and social justice issues
• A strong interest in learning about policy and advocacy tools (previous experience is helpful, but not required)
• A commitment to youth activism
• Active member of an URGE Chapter or City Activist Network, and/or associated with a reproductive justice organization is preferred

*URGE is an equal opportunity employer. People of color, lesbian, gay, bisexual, transgender people and those with disabilities are strongly encouraged to apply.*

*(1/27/22)*