



Director of Public Policy

Over six decades, The Arc of Colorado has grown from a small movement focused on access to services for children and adults who had been denied preschool, education, and employment opportunities to a strong, statewide grassroots network of 14 chapters directed by 3,500 members to provide opportunities for people with intellectual and/or developmental disabilities (I/DD) and their families to advocate for the changes they need to reach their potential.

Building on past successes including those both legislative and community focused, The Arc of Colorado looks to amplify its focus on systemic change and strengthening the profile of the I/DD community.

The Arc of Colorado is a membership organization governed by a voluntary board of directors. Members are parents, local chapters, family members, persons with disabilities, professionals, and interested citizens. It is part of a national organization, The Arc United States, that supports advocacy activities organized at the local, state, and national levels. Our constituents include member chapters, legislators, legislative staff, the Governor, the Governor's office, self-advocates, self-advocacy organizations, adults and children with I/DD and their families, The Arc of the United States, and partner organizations.

The Arc of Colorado, with local chapters, works to amplify the voice for people with intellectual and developmental disabilities and their families by strengthening self-advocacy emphasizing integration, partnering to build awareness for those not connected in readily served areas, especially those that will bring greater diversity, equity, and inclusion to our efforts.

We focus on legislative and policy efforts to have the highest impact short and long-term, seek to keep our movement relevant, and work in collaboration across the state. For further information about The Arc of Colorado, please click [The Arc of Colorado](#).

The Arc of Colorado Mission Statement: The Arc of Colorado provides leadership opportunities for people with intellectual and developmental disabilities and their families to achieve their goals by influencing public policy, promoting integration through public awareness and community engagement, showcasing best practices of the chapter network, and collaborating with national, state, and local organizations sharing the same values.

Overall Job Description

This position is responsible for the overall public policy efforts of The Arc of Colorado. It is instrumental in the development and implementation of short- and long-range plans and policies and other activities. Key aspects of this position include but are not limited to:

Public Policy:

- Represent, establish, and maintain exemplary working relationships with policymakers including the Colorado legislature, executive branch, regulatory agencies, and other partners.
- Provide local chapters with information, guidance and direction on legislative and other policy matters.
- Works in tandem with The Arc of Colorado lobbyists.
- Gathers consensus from the population served by The Arc of Colorado, as well as a diverse group of stakeholders in the state.
- Monitors and analyzes Colorado State legislation, budget, regulations, polices and issues that affect the people we serve.
- Help identify and develop legislation and policy that require proactive and reactive responses and strategies that is sustainable, supportable, and drives the most impact.

Community Investment:

- Responsible for maintaining and enhancing strong relationships with executive branches of government and for ensuring regular communication with key leaders regarding activities, goals and objectives of our public policy agenda.
- Provide leadership and direction for sustainable statewide public policy efforts and activities involving collaboration with local chapters and partners.
- Facilitate and lead community members to identify impacts of legislative and regulatory mechanisms and activities.
- Work with local chapters to help problem solve specific legislative and regulatory issues/problems.

Planning and Communication:

- Work with the Public Policy and Advocacy Manger to research and write reports, digital content, articles, and other written assets for internal or external audiences.
- Monitor, review and summarize legislation important to the chapters, individuals with I/DD and their families, and other partners.
- Work with the Public Policy and Advocacy Manger on bill drafts, research, and other activities necessary for success.
- Engage with formal and informal self-advocate groups to support statewide efforts in education and public policy.
- Work with staff and board to develop an inclusion and equity blueprint.

Other Duties/Responsibilities:

- Represent the network at local, regional, and national functions as needed.
- Other duties as assigned

Job Requirements:

Some overnight travel is required for this position. However, travel is currently suspended due to COVID-19. Evenings and weekend hours are required, particularly during the Legislative Session, typically January - May. There is the ability to flex hours to some extent. The Arc of Colorado is an equal opportunity employer and are committed to diversity, equity, and inclusion and strongly support applicants of all backgrounds to apply for this position.

Requirements for qualified applicants include:

- Masters' degree or higher, such as a JD, preferred, or equivalent work experience.
- Strong planning, project, and time management skills, preferred.
- Excellent verbal, written, and interpersonal communication skills must be demonstrated.
- Outstanding collaborative skills among a diverse population, including persons with I/DD, legislators, The Arc of Colorado chapter executives and staff.
- Commitment to issues of equity and inclusion.
- Strong background in nonprofit advocacy and five years in public policy, preferred.
- Ability and motivation to develop creative solutions to complex, interpersonal, process, and systemic challenges.
- Ability to adapt work behavior and methods in response to new information, changing conditions, or unexpected obstacles.
- Knowledge of Medicaid rules, preferred.

Reports to: Executive Director

Work Location: 1580 Logan Street, Denver, CO 80203, remote work from home.

Benefits:

Benefits include a robust compensation package: Health insurance, a retirement plan with employer matching donations, dental insurance, a generous Paid Time Off package, employer paid cell phone, employer paid parking and other benefits.

The starting salary range for this position is \$85,000-\$95,000/year.

The anticipated start date for this position is **March 6, 2021**. A background check will be conducted on our selected candidate.

To apply for this position please submit your electronic resume and a cover letter before **February 6, 2021** to: csosa@thearcofco.org.