



2727 HOOVER AVE., SUITE 202 · NATIONAL CITY, CA 91950 · (619) 474-0220 · WWW.ENVIRONMENTALHEALTH.ORG

JOB ANNOUNCEMENT

Policy Advocate

COVID-19 PANDEMIC NOTICE

EHC has implemented stringent protocols for the safety of our office facility and staff. To maintain this, all new hires must provide proof of full vaccination against the COVID-19 Coronavirus upon hire.

Environmental Health Coalition (EHC) is a San Diego/Tijuana non-profit social and environmental justice organization dedicated to empowering people, organizing communities, and achieving justice for low-income communities of color. We are an effective, results-oriented organization with a passion for social change. We have been making a difference in the lives of the individuals, families, and communities we serve for over 40 years.

The **Policy Advocate** is a position for a professional who thrives in a fast-paced environment working with community organizers, policy advocates, and allied organizations to influence local, regional, and state government policies to achieve environmental justice. The Policy Advocate works to advance policies and projects that reduce air and climate pollution, advance land-use reforms and equitable development, and advances transportation justice. The Policy Advocate focuses on low-income communities of color, where these impacts are greatest, and works with community leaders to identify key issues and community-driven solutions.

PRIMARY RESPONSIBILITIES:

- Monitor decision-making at local, regional, and state governmental entities related to environmental justice issues EHC is engaged with
- Develop written analyses, position papers, issue briefs, and correspondence
- Develop community-friendly educational materials on environmental justice for community meetings and presentations
- Compile data and critical information via research to inform policy development and EHC advocacy positions
- Represent EHC to promote environmental justice through legislative and regulatory mechanisms at the local, regional, and state levels, including letters, oral and written testimony
- Work with EHC Community Action Teams to identify problems and develop solutions to local issues and ensure community participation
- Conduct effective networking and ally development with individuals, groups, organizations, businesses, and governmental entities in the San Diego region
- Identify and connect environmental justice communities with available resources, networks, funding opportunities, and decision-making entities

REQUIRED QUALIFICATIONS AND SKILLS:

- Minimum two years experience in grassroots organizing and/or policy advocacy work
- Familiarity and experience with environmental and/or social justice issues
- Experience conducting policy research, fact-finding, and writing
- Understanding of local, regional, and state government systems and laws
- Ability to explain complex policy and data information in simple terms

- Proficient with computer programs including Microsoft Office, Outlook, Excel, Access, GIS, statistical software
- Demonstrated commitment to the principles of environmental justice
- Excellent oral and written communication skills
- Excellent analytical ability
- Reliable transportation method
- Ability to work flexible hours
- Ability to handle multiple tasks, work under pressure, and maintain attention to detail
- Must demonstrate the ability to be culturally competent in all respects

PREFERRED QUALIFICATIONS AND SKILLS:

- Three years experience in grassroots organizing and/or policy work
- A Bachelor’s degree in public health, environmental science, or other related field
- Familiarity with local agencies, municipal governments, and state and local government
- Bilingual (English/Spanish) is highly desirable

Salary Range: \$66,400 – 75,400 per year; salary commensurate with experience

BENEFITS: EHC offers a competitive benefits package inclusive of:

- ❖ Excellent Orientation Program
- ❖ Generous Vacation and holiday benefits
- ❖ Health, Dental, Vision, Chiropractic, and Long-term care Insurance
- ❖ Wellness Leave
- ❖ 401(k) Retirement Plan
- ❖ Professional Development Opportunities

Target Start Date: Position open until filled.

Applications: Submit cover letter and resume to the Environmental Health Coalition at frontdesk@environmentalhealth.org. The subject line should read **Policy Advocate 2022**, followed by your name. No phone calls, please.

**EHC IS AN EQUAL OPPORTUNITY EMPLOYER
WE ENCOURAGE PEOPLE OF COLOR AND WOMEN TO APPLY**

EHC provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation, and training.