



## **Job Announcement**

### **Policy Advocate for the Peer Workforce Navigator Project**

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#### **Position Summary:**

Maine Equal Justice (MEJ) has an immediate opening for a passionate, mission-driven individual for a full-time Policy Advocate position for the new and exciting Peer Workforce Navigator Project. This position will:

- Work with community-based Peer Workforce Navigators to identify barriers and implement systemic improvements to ensure that workers are getting unemployment insurance, other public benefits, and work supports for which they are eligible.
- Improve our overall workforce development and reemployment system, seeking permanent and sustainable funding for pre-apprenticeship programs.
- Ensure that job quality standards are attached to workforce development programs that also support the effective integration of other public benefits and supports.

MEJ is a nonprofit civil legal aid and economic justice organization working to increase economic security, opportunity, and equity in Maine. MEJ advocates for fair public policies in the legislature and with governmental agencies; provides direct legal services and representation through impact litigation; and partners with diverse communities and agencies through outreach, organizing, and education.

#### **Peer Workforce Navigator Project Overview**

For the past two years of the pandemic, labor, community and immigrant organizations have worked together to help workers access unemployment insurance, other critical services and good quality jobs and apprenticeship programs.

The Workforce Navigator project is a three-year project that will improve access to unemployment insurance and other resources/supports for workers seeking greater economic security. Peer workforce navigators housed at labor, community-based, and immigrant-led organizations are working together to connect people with good jobs, training opportunities, unemployment benefits, and support services while also working to identify and solve systemic barriers that prevent workers from gaining dignity and economic security. This project is

building new infrastructure to assist workers, identify and solve systemic issues to strengthen programs, improve the ways in which the government connects with and serves people, and build worker power to advance systems-level change.

**Representative Tasks:**

- Provide the navigator network with relevant and evolving policy and legal information and analysis and technical assistance to ensure that navigators are able to identify and work to resolve systemic problems when they arise.
- Engage in administrative advocacy to eliminate barriers for workers as needed.
- Identify and assist the navigator network in pursuing remedies through the legislative process as needed, engaging workers and building the Peer Workforce Navigator network.
- Assist in preparing memoranda outlining policy issues, and other written materials for policy makers, stakeholders, and impacted community members.
- Assist in drafting legislation and preparing comments on agency rulemaking.
- Help identify legal issues when they arise (both individual and systemic) and pursue litigation as needed on behalf of workers, drawing on pro bono support from the private bar.
- Work to build better coordination between state agencies to ensure people are able to easily access the supports/benefits for which they are eligible.

**Knowledge, Skills, and Abilities:**

- Commitment to and clear analysis of economic and racial justice and the ability to incorporate that analysis into their work.
- Knowledge of issues and initiatives that affect people with low income and people who are immigrants to Maine.
- Knowledge of methods of policy analysis.
- Ability to build a strong knowledge base and expertise in the area of unemployment insurance law and policy.
- Strong political judgment and problem-solving skills.
- Comfort with and strong skills in public speaking and oral communication.
- Knowledge of applicable state and federal laws, rules, and regulations.
- Ability to write clearly, persuasively, and logically.
- Ability to work in a collaborative, rapid-paced environment.
- Ability to work sensitively with individuals/families with low income.
- Ability to work with a variety of individuals in coalition and as a team.
- Ability to negotiate and compromise to get the best possible outcome for people.

**Minimum qualifications:** A three (3) year combination of education, training, and/or experience in government programs, policy analysis, and working on issues affecting people with low income. Law degree preferred but not required.

**Special Requirements:** Ability to work extended hours in the evening and on weekends when necessary, particularly during the legislative session.

**Salary and Benefits:** Salary range of 60,000-65,000 based on experience. Health and dental insurance are provided, with premiums and deductibles mostly covered by employer. MEJ offers retirement accounts with an annual employer contribution, generous vacation time (five weeks vacation in first year of employment), generous sick time, and 14 paid holidays per year.

**To apply:** Submit a letter of interest and a resume addressed to Robyn Merrill, Executive Director, and emailed to [admin@mejp.org](mailto:admin@mejp.org) (PDF's preferred). Applications will be accepted until **September 6, 2022**. More information about Maine Equal Justice can be found at [www.MaineEqualJustice.org](http://www.MaineEqualJustice.org). We encourage people of color, members of the LGBTQ community, and those with lived experience of poverty to apply. Maine Equal Justice is an Equal Opportunity Employer.