



JOB TITLE: Public Policy Specialist Fellow

ABOUT THE ROLE

The Public Policy Specialist Fellow (PPSF) is responsible for leading the expansion of Childhaven in the public policy arena by identifying and addressing community challenges and policy solutions in the areas of early childhood developmental screening/services and social and emotional development. This position, a new position at Childhaven, will be responsible for promoting local and state-level policy change through continuous direct advocacy, community outreach and engagement, and building a diverse and broad base of support with coalitions and organizations. The focus of this work will be equity and community empowerment.

The PPSF will represent Childhaven in public policy advocacy in community settings and workgroups, in addition to serving as a point of support to other Childhaven teams that promote advocacy as part of their work.

MAJOR RESPONSIBILITIES

Public Policy Advocacy (62%)

- Identify community and consumer-informed local and Washington state desired policy changes in early childhood developmental screening/services and social and emotional development
- Involve diverse stakeholders in advocacy planning processes
- Develop and disseminate materials to make the case for policy change
- Promote policy change with coalitions and organizations, in order to build a diverse and broad base of support
- Conduct direct advocacy with policymakers
- Conduct culturally-relevant community outreach and engagement focused on communities that face disparities in early childhood services
- Represent Childhaven in public policy advocacy in community settings, and workgroup, including King County's Children and Youth Advisory Board
- Develop portfolio to demonstrate progress and skills

Develop and Convene Advisory Committee (5%)

- Define scope and role of Advisory Committee, including objectives, time expectations, diverse representation, and other ingredients of success
- Identify prospective members of Advisory Committee, including diverse representation (culture and lived experiences)
- Convene regular meetings and seek advice and input on an ongoing basis

Developmental Navigator Team (10%)

- Participate in program development and strategic direction for Developmental Navigator project
- Provide historical perspective and advice to the Developmental Navigator project
- Solicit input from team members about challenges and opportunities in early childhood screening and services.
- Provide policy information to the team

Fellowship Professional Development (20%)

- *Determined by fellowship*

Childhaven Misc. (3%)

- Contribute to and participate Childhaven staff meetings, events, and selected employee workgroups.

Fellowship Requirements & Qualifications

Fellowship “Mid-Career” Requirements: The Fellowship is designed for “mid-career” professionals, with diverse professional and lived experiences. We do not have a minimum education level requirement for the Fellowship. We are looking for individuals who have a minimum of six years of experience, which can include professional, educational, and volunteer experience. Some of these might include:

- Experience in early childhood work, policy work, healthcare, social services, community organizing, or a related field.
- Experience with a coalition or advocacy organization
- Experience managing a program, project, or team (including a center or business.)
- Hold a bachelor’s or master’s degree in education, early childhood, public policy, social work, public health, or a related degree

Required Fellowship Qualifications:

- Meet the Fellowship “mid-career” requirements (see above)
- Demonstrated commitment to and interest in advancing racial equity and antiracism
- Learning and growth mindset, seeking opportunities to grow
- Shows initiative and curiosity about the work
- Strong communication skills, both in writing and orally

Skills and Qualifications:

Childhaven is dedicated to recruiting candidates who reflect the diversity and lived experiences of the communities we serve. Multilingual and multicultural candidates are highly encouraged to apply!

- Experience in engaging in public policy advocacy
- Curiosity
- Ability to challenge the status quo
- Ability to analyze power from multiple perspectives
- Strategic thinker; ability to balance competing interests to achieve shared goals and outcomes
- Diplomacy skills required for politically sensitive contexts
- Ability to engender collaboration among diverse groups, including elected officials, community groups, staff
- Excellent interpersonal skills to foster collaboration, thoughtful consideration and credibility of deliberative processes, and communication with a variety of stakeholders.
- Experience and demonstrated ability to successfully work within a diverse cultural setting and provide culturally dynamic, equitable and supportive services.
- Childhaven-required background check.
- Ability to work in a multi-disciplinary team.