

2022-2023 Yearlong Fellowship Job Description

Organization:	American Civil Liberties Union of Colorado (ACLU-CO)
Organization City/Primary Work Location:	Denver
Website URL:	https://www.aclu-co.org/

Organization Mission Statement (and any other relevant information you feel would be helpful to understanding the organization):

The mission of the ACLU of Colorado is to protect, defend and extend the civil rights and civil liberties of all people in Colorado through litigation, legislation, education and advocacy

Fellowship Overview

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The ACLU of Colorado's PIFP is an essential member of the affiliate's Advocacy team, which pursues changes in public policy through legislation, executive advocacy, coporate campaigns, and more. The Advocacy team includes policy counsel, organizers, and campaign strategists who work hand-in-hand with the ACLU's Legal team and Communications Team to create strategic multi-year advocacy campaigns. The fellow will have the opportunity to work closely with these teams on essential civil liberties issues like criminal justice reform, reproductive rights, racial equality, and more, while contributing to campaigns designed to achieve transformational public policy change.

This position will be:

Hybrid- must be able to come to the office

A typical week as a PIFP fellow in our office will look something like this:

We start our week with all-team Advocacy Department meetings where we look at the week ahead together and identify upcomign strategic peaks and events. The fellow will meet weekly 1-1 with a supervisor to get mentoring, thought partnership, and feedback on work product. The fellow will likely also be part of a issue-based campaigns team all working together toward a policy objective. In an average week the fellow might spend independent work time researching, out in the field talking to community members, or writing memos. The fellow is invited to attend skills trainings on strategies and tactics

like public opinion research, lobbying, etc., that are offered to the Advocacy staff. We gather as a team (virtual or otherwise) to celebrate victories and connect.

What support or professional development can the fellow expect from their supervisor, the team/staff, or the organization?

The Director will meet with the Fellow 1-1 to provide constant support and feedback, as well as identifying skills-building opportunities over the fellowship. The fellow will also be part of issue-based multi-disciplinary teams where they will get additional mentoring from other team leads.

Additional benefits offered to the fellow:

Agreed. Exact additional benefits TBD for this upcoming year, but we have already recognized with our current PIFP fellow the need to help address rising housing costs. In past years we have provided a gym membership and a transportation stipend.

Fellowship Details

Primary Responsibilities:

Creating fact sheets and talking points for legislators; conducting research on emerging civil liberties issues; reviewing and analyzing documents and data; creating reports, briefs, power point presentations, spreadsheets, and taking meeting notes; organizing and facilitating outreach events during the 2022 legislative session; creating persuasive educational and other informational materials

Through this fellowship, you will build capacity in our organization by:

The fellow provides the in depth research that informs whether to move forward with advocacy, helps sets our policy goals, and develops public policy and advocacy strategies. The work that the Fellow does provides the essential framework for this work.

The ways in which you will contribute to societal systemic change during this fellowship:

The ACLU's whole being for existing is to bring about societal systemic change. We anticipate that the 2022 agenda will have an aggressive legislative and advocacy agenda and will pursue meaningful policy change in the areas of Smart Justice, Immigrant's Rights, Repro Rights and Privacy. The Fellow will be part of the cohesive team that will work on these issues along with the Legal, Campaigns and Communications departments.

If applicable: You might also engage in direct service and impact your community in the following ways.

The Fellow's position has become more sophisticated over the past few years. They will have the opportunity to take the lead on various legislative campaign activities including recruiting and training volunteers, managing social media campaigns as well as running a variety of outreach programs. In these roles, the fellow will often have the opportunity to be providing support and building relationships with underserved and marginalized communities.

Required qualifications/skills:

- *Possess a passion for and commitment to our mission
- *Knowledge about the ACLU' current agenda and Colorado's civil rights/social justice landscape in general
- *Basic understanding of the legislative process
- *Experience with volunteer, outreach or grassroots organizing activities related to civil rights/social justice issues
- *Strong research, writing and analytical skills
- *Familiar with qualitative and quantitative methodologies
- *Familiar with social media strategies

Preferred qualifications/skills:

- *Leadership qualities*Work independently; handling projects from concept to completion and review
- *Strong computer skills
- *Interest in public speaking
- *Read and speak Spanish
- *Work occasional evenings and weekends

What skills/competencies will fellow learn/enhance during this experience?

The fellow will learn about all aspects of public policy advocacy - from identifying what are the key issues that need addressing, to crafting legislation and policy, to developing strategies. They will become proficient in explaining the issues to the public, coalition partners, and to the legislators. They will learn how to comport themselves publicly among legislators and other key players as well as how to be a part of a dynamic team of passionate and strong co-workers.

Advice and Application Follow-up

Our advice for those who apply:

We are particularly interested in individuals who have had lived experiences that inform their desire to work at the ACLU or experience working with populations that we advocate for -- if this is you and you are comfortable doing so, please let us know in your application.

Additional information applicants should know about the organization and/or this position:

Supplemental question to be answered in your application if interested in this fellowship:

Please share an experience when you, your family, friends or others experienced discrimination, of any kind, in or outside of school or the workplace and describe how you addressed your situation or advocated for someone else. Please include what you learned from the experience and how you would take what you have learned with you to your position at the ACLU.