

# Sr International Policy Analyst Global Nutrit

Worker Category : **Full Time Special/Merit**

Job Class **Professional**

**DEPARTMENT:** Government Relations

**REPORTS TO:** Director of Government Relations (GR)

**STATUS:** Grant funded for two years with employee benefits

**PRIMARY OBJECTIVE:** To provide organizational leadership in global nutrition advocacy by developing and implementing policy efforts, framework and advocacy strategy.

## **PRIMARY RESPONSIBILITIES/ACTIVITIES:**

1. Develops and proposes policy recommendations and implements legislative advocacy strategy on Capitol Hill related to global nutrition.
2. Develops and implements short and long term (multi-year) plans of action on global nutrition advocacy.
3. Regularly updates and educates Bread for the World staff and others through oral and written documents and educational materials on short and long term strategies for Hill action. Keeps Bread for the World informed of congressional members' positions on the issues.
4. Advocates on behalf of Bread for the World to Congress, the Administration, and others. Maintains effective relationships with same.
5. Builds coalitions and leads coalition task forces as needed.
6. Represents Bread for the World, the President and Director of GR at coalition meetings getting groups to consensus.
7. Ability to represent Bread for the World in public forums and media on areas related to global nutrition policy.
8. Helps develop action-related materials used throughout the organization by various means (i.e., Institute, Organizing, Communications etc...) as well as externally with coalitions.
9. Completes administrative requirements such as ensuring the accurate and timely entry of activities into the Raisers Edge database, timesheets, and performance evaluations in an accurate and timely manner.
10. Performs other duties as assigned.

## **SECONDARY RESPONSIBILITIES/ACTIVITIES:**

1. Attends weekly departmental and team meetings and other internal meetings.
2. Serves as department representative on organizations' coalitions or taskforces, as needed.
3. Provides assistance to policy team (international).

**SUPERVISION EXERCISED:** Interns

## **SKILLS/KNOWLEDGE REQUIRED:**

- Bachelor's Degree in public policy or related area is required. A master's degree or other post-graduate degree is preferred.
- Three years of Hill or lobbying experience is required.
- Broad knowledge of issues affecting hungry and poor people around the world, specifically knowledge of U.S. government funded global nutrition and the work of international presidential initiatives such as PEPFAR, PMI, and Feed the Future, including legislative frameworks.
- Strong understanding of the budget appropriations process and authorizations, and political environment.
- Strong analytical skills and attention to detail, including ability to conduct research and in-depth analysis related to Bread's issues and to make data-driven recommendations and decisions.
- Strong written and oral communication skills, including ability to identify and engage target audiences and communicate complex ideas or issues tailored to the audience, using appropriate formats and media.
- Ability to lead teams, develop collaborative relationships internally and externally, which require a high degree of diplomacy and

judgment in order to address and resolve substantive conflicts or escalate concerns to senior management.

- Ability to work independently.
- A commitment to and/or experience with grassroots organizations.

**WORK ENVIRONMENT ISSUES:**

- Attendance at various lobby visits on the Hill and other meetings in Washington, DC will frequently be required.
- Work will require some evening and weekend hours to assure organizational responsiveness to assigned issues area.

**DISCLAIMER:**

The information in this job description indicates the general nature and level of work expected of employees in this classification. It is not designed to contain, or to be interpreted as, a comprehensive inventory of all duties, responsibilities, qualifications and objectives required of employees assigned to this job.

Bread for the World is a collective Christian voice urging our nation's decision makers to end hunger at home and abroad. By changing policies, programs and conditions that allow hunger and poverty to persist, we provide help and opportunity far beyond the communities in which we live.

Bread for the World Institute provides policy analysis on hunger and strategies to end it.