



Job Title: Policy and Research Analyst

Posting Date: July 28, 2017

Work Location: Austin, Texas

The Texas Campaign to Prevent Teen Pregnancy is a non-partisan, non-profit organization established in 2009 and dedicated to the prevention of unplanned pregnancy in Texas. We are focused on creating a constructive dialogue and effective on-the ground strategies around adolescent sexual health and unplanned pregnancy prevention.

Position Summary:

The Texas Campaign is seeking a policy and research analyst to develop an exceptional understanding of federal and state policies that best support reducing the high rates of unplanned pregnancy in our state. This person will help educate individuals about high-priority topics – not only through in-depth policy studies, but also by communicating research findings to a diverse set of audiences. Our policy work is evidence-based and medically-accurate, and we rely on the most current empirical information in our field.

You will be joining a small and enthusiastic team at the Texas Campaign. You will be a key member of our collaborative team expected to contribute directional leadership in your area of expertise while wearing multiple hats as needed. The Texas Campaign is in a period of rapid growth and we are looking for a strong team member who can roll up their sleeves and jump right in. You will be a key ambassador for the organization.

Who you are:

- **Mission focused and results driven.** You're committed to building resources to support our mission.
- **An analytical thinker.** You like to get to the bottom of things - curiosity is one of your strongest motives.
- **An excellent communicator.** You have an ability to listen actively and communicate professionally with a wide range of stakeholders such as researchers, state officials, community leaders and policymakers.
- **A collaborator.** You are a team member and believe we are stronger when we synergize and work together.

Roles and responsibilities:

- Works with the CEO and our advocacy team to identify and develop organizational public policy priorities;
- Strengthens and build partnerships that ultimately help shape statewide policy efforts;
- Coordinates statewide efforts and initiatives;
- Collaborates on a consistent basis to coordinate policy, legislation and/or projects and initiatives that may impact our issue area;
- Reviews and analyzes legislation, agency rules, policy proposals, member priorities, reports, data sets and other relevant materials in order to formulate policy recommendations and strategies;
- Presents findings and recommendations through written and oral communications to the Texas Campaign's Governing Board, senior leadership and other stakeholders;
- Represents the Campaign in coordinating focused activities and functions that foster collaboration and partnerships with external partners such as community organizations, medical institutions, and state agencies;
- Participates in advocacy efforts and supports the Texas Campaign's advocacy team through logistical planning;
- Prepares substantive, accurate and professional briefing materials for meetings with policymakers;
- Works with our communications team to develop written materials on legislative issues, such as policy articles, public statements, testimony, issue briefs, policy memos, etc. in addition to materials targeted at a wider audience such as white papers, op-eds, and blog posts for external publication;
- Responds to policy inquiries from policymakers, legislative staff, and others; and
- Performs other duties as assigned.

Qualifications:

1. Bachelor's degree required; graduate degree in Public Administration or Public Health preferred.
2. Familiarity with Texas' dynamic legislative and regulatory environment, especially in the areas of reproductive health.
3. Minimum three years of policy and/or research experience.
4. Exceptional ability to express complex policy topics in a straightforward manner.
5. Expertise in research, writing, and editing.
6. High degree of initiative and ability to work independently.
7. Sensitivity to working with communities across Texas and diverse stakeholders across a range of political ideologies.
8. Spanish fluency preferred.
9. Training in quantitative methodologies preferred.

What We Offer:

The Texas Campaign wants you to be passionate about your job and love what you do. We believe this is the foundation for stellar organizational outcomes. Our work environment suits an entrepreneurial spirit – someone who will take ownership of their role, own their work schedule,

find fulfillment from a job well done and engage passionately with their work while making a difference. The Texas Campaign sets high standards for our team and we are committed to offering each team member the trust and support to help achieve our collective goals to the highest degree. This includes a flexible schedule – you set your work hours and take the time off you need. Your performance will be judged by outcomes not by the hours punched on the clock. In addition, we offer a solid salary, potential for bonuses and a comprehensive benefits package. While we envision this as a full-time position, we are always open to alternative working arrangements, job sharing and part-time hours with the right candidate.

Application Instructions:

Please submit your resume and tailored cover letter with the job title in the subject box to jobs@txcampaign.org. Please also include your salary expectations. Applications will be accepted on a rolling basis until the position is filled.

At the Texas Campaign, we know that diversity makes us stronger and challenges us to think differently every day. We are an equal opportunity employer and seek individuals of all backgrounds and sexual orientations to apply to this position. Please note that an offer of employment will be subject to the successful completion of a background check.