



## **Senior Policy Analyst, Education Policy**

The Commonwealth Institute seeks a dynamic, experienced, and collaborative individual to lead TCI's education policy and coalition work.

### **Who We Are**

The Commonwealth Institute for Fiscal Analysis (TCI) advances racial and economic justice in Virginia by advocating for public policies that are designed in partnership with people most impacted, and shaped by credible, accessible fiscal and policy research. TCI's vision is that, in the coming years, people of color and people with low incomes have used their power to build new, inclusive systems of justice and opportunity in Virginia.

TCI respects, values, and celebrates the attributes, characteristics, and perspectives that make each person unique. Bringing diverse individuals together allows TCI and allies to collectively and more effectively address the issues that face Virginia communities. TCI further recognizes that we live and work in a society that is structured by racism and white privilege, both of which adversely impact communities of color. It is one of TCI's core values that its organizational culture, staff, partners, strategies, and investments advance racial justice within and beyond the organization.

Throughout its 15 year history, TCI has amassed an impressive record of achievements, including being a central player in the successful efforts to connect people with low incomes to health care through Medicaid expansion, boost the minimum wage, protect and strengthen the state Earned Income Tax Credit, expand immigrant rights, improve Virginia's K-12 education funding system, reform costly tax breaks, and reform policies that lead to the criminalization of poverty in the state.

## **What you'll do:**

- Lead TCI's policy work aimed at ensuring that every child in Virginia has access to a high-quality public education. This includes synthesizing research and producing qualitative and quantitative analyses on a broad range of K-12 education issues for the public and for policymakers.
- Share your findings by crafting blogs, op-eds, infographics, and similar materials in collaboration with the communications team. Engage with members of the press in response to inquiries about education policy in Virginia.
- Serve as TCI's voice in the Fund our Schools Coalition (FOS), which includes a diverse array of students, parents, educators and organizations that all share the goal to equitably increase state funding for Virginia's public schools.
- Lead TCI's legislative and administrative advocacy related to education policy, in collaboration with other TCI team members and coalition partners.
- Assisting, as needed, with grants management related to this policy portfolio.

## **What we're looking for:**

- Demonstrated expertise in education policy in Virginia, as well as strong working knowledge of the budget and legislative process in the commonwealth.
- Experience producing written products that are practical, policy-relevant, and methodologically valid. Strong research and data analysis skills are required.
- Skills in cultivating relationships of trust with grassroots organizations, diverse coalitions, government officials, and directly impacted communities.
- Excellent written and verbal communication skills, including with the press.
- The ability to thrive in a deadline-driven environment.
- A focus on outcomes, able to give and receive constructive criticism in the pursuit of an ever-stronger organization.
- A passion for improving the lives of people in Virginia with low incomes and communities of color, tempered by the understanding that policy progress rarely happens overnight and takes collaboration.

## **Logistics**

**Compensation:** Starting salary is \$60,000-\$70,000 annually, depending on experience. TCI also provides generous benefits including comprehensive health care, dental, and vision coverage; generous vacation leave; and a retirement plan with organizational matching contributions.

We also support and provide opportunities for professional development and growth.

**Bargaining Unit Status:** This position is within a collective bargaining unit represented by a recognized staff union, TCI United (NPEU), and specific terms and conditions of employment may be subject to a future Collective Bargaining Agreement.

**Reports To:** Senior Vice President, Policy & Advocacy

**Location:** Before the pandemic, TCI staff primarily worked in our office in downtown Richmond, VA, including all times the Virginia legislature was in session. Currently, pursuant to a union agreement, TCI staff have the option to work remotely or in person, subject to specific health and safety requirements.

**Travel:** Occasional travel may be required in-and out-of-state.

**To Apply:** Send cover letter & resume to [Kami+ hiring@thecommonwealthinstitute.org](mailto:Kami+ hiring@thecommonwealthinstitute.org). No phone calls or other email inquiries please. Please indicate in the subject line that you are applying for "Senior Policy Analyst, Education Policy."

**Timing:** Position open until filled.

*The Commonwealth Institute for Fiscal Analysis is a 501(c)(3) non-profit organization. We are an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age, or veteran status.*