



AMERICA'S UNIONS

**SPECIALIST ON IMMIGRATION AND LABOR  
ADVOCACY / GLOBAL TEAM  
WASHINGTON, D. C. [HEADQUARTERS]**

The Specialist supports the AFL-CIO's policy and programmatic work regarding immigration in the United States and globally. The Specialist provides analysis, drafts positions, and develops plans for implementation to advance the AFL-CIO's domestic and global policy priorities. Working closely with the Director of Immigration and various AFL-CIO hubs/resources, affiliated unions and community partners, the Specialist advises on positions, strategies, and messaging. The Specialist is a staff member of the Global Team within the Advocacy Hub.

**Overview of Responsibilities:**

- Monitor key immigration developments and trends at the local, state, national and global level and analyze the impact on workers, unions and labor standards.
- Identify and anticipate opportunities and threats and assist the Director of Immigration in developing effective strategies and positions to advance the pro-worker immigration agenda.
- Draft position statements and technical response to proposed legislation and administrative policies.
- Develop materials, toolkits, talking points and briefings for members, unions, partners, and policy makers.
- Support naturalization/citizenship programs and campaigns around the country.
- Provide technical assistance to AFL-CIO affiliates, State Federations and Central Labor Councils.
- Maintain partnerships with immigrant advocacy organizations.
- Assist with training and education for internal and external audiences around immigration and labor policy.
- Support AFL-CIO's global migration engagement, in collaboration with Solidarity Center, the International Trade Union Confederation and the Council of Global Unions.
- Write articles for publication on topics related to immigration and labor.
- Represent the AFL-CIO in domestic and global coalition tables and at conferences and other venues, as appropriate.
- Perform other duties as assigned.

**Qualifications:**

- BA or BS in a relevant field is required, Master's degree preferred;
- A minimum of five to seven years of practical involvement in programmatic work focused on immigration policy;
- Extensive knowledge of immigration and labor policy and applicable networks;
- Proven ability to shape policy positions and implement strategies to advance those positions;
- Experience with public speaking, including the ability to adjust tone for various audiences;
- Excellent written, oral and presentation skills;
- Spanish language skills preferred;
- Strong interpersonal skills and the ability to work well in a team and with partners;
- Demonstrated ability to resolve conflicts while maintaining important and effective relationships;
- Demonstrated ability to work effectively in politically sensitive and high-pressure environments;

- Demonstrated ability to exercise excellent political judgment and discretion;
- Effective time management skills, including prioritizing and managing multiple tasks, and demonstrated experience in developing professional work plans and goals;
- Computer proficiency is required in both Google suite and Microsoft Office;
- High level of individual motivation and a proven self-starter;
- Ability to travel and perform weekend and evening work.

Starting annual salary is \$106,756

*\*\*Please note that the AFL-CIO requires all staff to be fully vaccinated unless granted a medical or religious exemption as set forth in EEOC guidelines.*

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