



AMERICA'S UNIONS

**POLICY DIRECTOR  
ADVOCACY HUB  
WASHINGTON, DC [HEADQUARTERS]**

Are you passionate about economic fairness and social justice? Do you want to improve the lives of working people and strengthen the labor movement? If you answered, “Yes!” then the AFL-CIO may be the right place for you. We are the largest federation of labor unions in the United States, and our team of dynamic professionals is dedicated to growing worker power and ensuring every working person has a voice on the job. When you work at the AFL-CIO, you’re more than just an individual employee—you’re helping to lead a movement with a proud history and a bright future ahead.

The AFL-CIO Advocacy Hub unifies the labor movement around the policy agenda that serves America’s working people. The Advocacy Hub convenes and coordinates the policy agendas of the 57 affiliate unions, and often non-affiliate unions and allied organizations as well, prioritizes and then advances a clear and coherent labor movement agenda to the halls of power.

The Advocacy Hub is core to advancing the objectives of building a modern, inclusive labor movement fighting for distinct and vital policy initiatives including:

- Union Growth Agenda
- Workers Economic Policy
- Global Workers Rights
- Trade and International Economics
- Clean Energy Jobs and Climate Policy
- Workforce Development Initiatives
- Safe Jobs as Fundamental Right
- Retirement Security
- Healthcare for All
- Voting Rights, Racial Justice and Democracy
- Women’s Economic Agenda
- Innovation, Technology and the Future of Work
- Immigration Rights
- Capital Strategies

The Advocacy Hub accomplishes this work with teams of policy experts, legislative representatives, and programmatic drivers.

**OVERVIEW OF RESPONSIBILITIES:**

The Policy Director is responsible for helping to shape the Federation’s policies and programs that build a progressive agenda for the economic security of all working people and their families. The policy director will lead the development of the policy priorities for the AFL-CIO and work to integrate them into interdepartmental initiatives and campaigns, legislation and regulatory issues. The policy director will lead the work of policy analysts to develop strategy and support government relations.

## DESCRIPTION OF DUTIES:

- Lead the development of AFL-CIO's policy positions with an emphasis on economic policy.
- Review and develop analysis, testimony, AFL-CIO policy statements, correspondence and comments to proposed regulations and implementation guidance; develop materials explaining AFL-CIO public policy positions for Federation, affiliates, and state and local bodies.
- Support the integration of related areas into the campaigns, initiatives and programmatic work of the AFL-CIO;
- Create written reports, materials, factsheets, testimony, comments to proposed regulations and implementation guidance and policy papers, and conduct research on relevant issues, including developing relationships with organizations with economic, civil rights, and electoral expertise;
- Lead interdepartmental working groups and strategy on related issues;
- Facilitate meetings, conference calls, workshops, and coordinate with departments on issues that involve policy;
- Build relationships and develop areas of collaboration with external partners that coordinate similar work;
- Perform other duties as assigned.

## QUALIFICATIONS:

- Bachelor's Degree in related field or equivalent experience with specific demonstrated experience in civil, human and women's rights issues and worker organizations;
- Graduate degree or applicable experience in relevant discipline preferred;
- Demonstrated experience in the labor movement with a union or community organization with a minimum of two years of union/federation, community, women's agenda or political experience;
- At least 8-10 years of relevant work experience and demonstrated success in relevant areas;
- Excellent communication and writing skills, including ability to write policy documents, testimony, and reports, suggest changes to legislation, successful ability to speak to large and diverse groups of professionals, youth, leaders and peers;
- Demonstrated experience and highly proficient in use of online tools, databases, computer mobilization tools and new media in a professional context. (e.g., social networks, texting, Twitter, other digital platforms);
- Demonstrated ability to manage and prioritize multiple tasks;
- Commitment to the principles and goals of unionism and social justice, and intersectionality of race-based, gender bias, anti-immigrant, and anti-LGBTQ constructs;
- Knowledge and experience with both national and local structures of labor movement;
- Demonstrated ability to work independently within the context of a plan as part of a larger team;
- Effective organizational and time management skills and able to handle multiple high priority projects;
- Ability to create written work plans;
- Excellent interpersonal and communication skills and the ability to manage relationships in complex political and sensitive organizational situations;
- Ability to travel as required;
- Ability to work long hours or weekends as required.

Starting annual salary is \$142,813

**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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