



STRATEGIC POLICY ADVISOR ON ARTIFICIAL INTELLIGENCE

Position Status: Full-Time

Reports to: Deputy Director and Policy & Research Director

Location: Washington, D.C.

Salary Range: \$110,000-\$120,000

About AFL-CIO Technology Institute

The AFL-CIO Technology Institute is a non-profit 501(c)(3) organization launched in 2021 to bring the voices of working people and unions into technology development and innovation policy. Creation of the Institute was a core recommendation of the 2019 AFL-CIO Commission on the Future of Work and Unions, a multi-sector collaborative of union leaders determined to build a powerful strategy to prepare our movement for the [future of work](#).

To Apply

If interested in applying, please follow this [link](#) to submit your application. We will review all applicants and, upon qualification, contact you to determine the next steps.

The Opportunity

The Institute is seeking to hire a Strategic Policy Advisor with a focus on artificial intelligence and its implications for workers, workplaces, and democracy. The Strategic Policy Advisor will serve as a key expert and advisor on artificial intelligence in the organization and be responsible for helping to shape the Technology Institute's policies and programs to advance a worker-centered innovation agenda and help the labor movement navigate technology transitions in the economy and the workplace. Working closely with the Executive Director, the Deputy Director and the Policy & Research Director, the Strategic Policy Advisor will support a policy portfolio on issues including algorithmic management, worker rights, racial and gender equity, and surveillance.

The Technology Institute's mission is to create technology and innovation policies and practices, and build multi-sector strategies that improve the lives of working people and ensure public R&D investments equitably benefit workers and communities. From Congressional offices to the shop floor, this is a unique opportunity to shape the future for working people across the country and develop a new organizational voice on technology and the future of work.

DESCRIPTION OF DUTIES:

- Advance the AFL-CIO Technology Institute's policy agenda on artificial intelligence and technology, including worker rights frameworks for the use of artificial intelligence in the workplace, procurement policy, civil rights and racial justice protections, and funding requirements for government funded research on AI.
- Review and develop analysis, testimony, federal advisory board documents, correspondence and comments to proposed regulations and implementation guidance; create written reports, materials, factsheets, and policy papers; conduct research on

relevant issues, including procurement, technology and innovation policy, and worker rights;.

- Develop materials explaining public policy positions for the AFL-CIO officers, affiliates, and state and local bodies and support the Institute's public affairs and communications initiatives;
- Educate and advise federal and state policymakers, including the Administration and the Congress.
- Translate technology and other complex issues into actionable information for unions and labor federations;
- Collaborate with labor movement partners, including the AFL-CIO, unions and state and local labor federations.
- Facilitate meetings, 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 or equivalent experience in related field or equivalent experience with specific demonstrated experience in with worker organizations;
- Graduate degree or applicable experience in relevant discipline preferred;
- Demonstrated experience in the labor movement, civil rights movement, or consumer protection and civil liberties organizations;
- At least 5 years of relevant work experience and demonstrated success in relevant areas;
- Excellent communication and writing skills, including demonstrated ability to write policy documents, testimony, regulatory comment, and reports, suggest changes to legislative language, 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, and other digital platforms);
- Demonstrated ability to manage and prioritize multiple tasks in a fast-paced environment;
- Commitment to the principles and goals of the labor movement, social and economic justice and racial equity;
- 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;
- Excellent interpersonal 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.

COMPENSATION AND BENEFITS

The Technology Institute offers employee benefits including

- Excellent employer-paid comprehensive health care, medical, and vision benefits
- Generous leave including annual vacation and sick leave
- Employer Paid Retirement/Pension Plan and 401(k) Savings Plan Match
- A hybrid work culture with the option to work from home up to two times per week

The AFL-CIO Technology Institute is an equal opportunity employer and does not discriminate on the basis of race, color, gender, handicap, age, religion, sexual orientation, or national or ethnic origin. We welcome a diverse pool of applications, believe it is critical that our staff represent the larger labor movement, and are committed to building a culture and community that fosters diversity, equity, and inclusion.

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