



Policy Manager/Director

Position Description

About the Position

National Campus Leadership Council (NCLC) seeks a creative, energetic higher education policy wonk to lead NCLC's portfolio of policy advocacy, analysis, and training. The position will be in at the ground-floor of an exciting project that will build infrastructure to elevate student voice in federal advocacy, developing a student policy platform and engaging with key policy stakeholders. This position will liaise regularly with student leaders, higher education advocacy organizations, and public officials.

About You

You are equally passionate about nitty-gritty policy details and the overall power of student voice. You know what issues matter on Capitol Hill and are adept at making complex issues digestible and actionable for diverse audiences. You are a talented communicator, credible on a wide range of issues, and comfortable engaging with varying stakeholders - from first year college students and student government leaders to university presidents and members of Congress. You love brainstorming with a collaborative team and then implementing independently. You believe in the importance of student leadership and are excited about NCLC's mission.

Ideally, you have:

- 3+ years of professional experience in federal or state policy development and/or advocacy
- Keen understanding of public policy process, including legislative and executive action
- An undergraduate and masters (preferred) degree in government, public policy, or a related field
- Excellent verbal and written communication skills
- Background in teaching or training college students
- Experience in project development, grants management, and/or evaluation
- Personal experience in student leadership (strongly preferred)
- Highly professional work ethic

Key Responsibilities

The ultimate objective of this position is to elevate student voices in higher education policy-making. To achieve this objective, the Director will:

1. Oversee development and promotion of student-driven policy framework, coordinating input and engagement among student-led organizations and content experts
2. Develop and implement an external engagement strategy that centers higher education policy reform around student interests, stories, and insights
3. Provide content expertise to the NCLC team, network, and partners, monitoring relevant issues, research, and policy proposals
4. Liaise and maintain relationships with key policy stakeholders, including student leaders, advocacy organizations, researchers, policy officials and their staffs, and other industry professionals
5. Contribute ideas, leadership, and expertise to NCLC communications and products, including the *Daily Campus Brief*, issue primers, blogs, etc.
6. Support the NCLC team in developing policy-based trainings for student leaders for NCLC's annual convenings and related projects



About NCLC

National Campus Leadership Council (NCLC) is a national organization that seeks to cultivate, strengthen, and advance student leadership in higher education. We believe student leadership is more than a student activity; it is an indispensable aspect of effective decision-making on the pressing issues facing colleges today. Since our launch in 2012, we have empowered thousands of student body leaders at more than 500 colleges and universities around the country to develop the tools, networks, and skills necessary to confront exigent issues facing students today.

We work closely with major higher education stakeholders in the public and private sectors to develop unparalleled resources and programs that support and elevate students' success on a wide range of issues including college affordability, campus sexual assault, mental health, diversity and inclusion, environmental sustainability, and campus to career transitions.

Benefits

NCLC offers a competitive benefits package including health, vision, and dental insurance plus 401k retirement plan with employer matching, a generous Paid Time Off policy, and funds allocated for staff professional development.

How to Apply

Please send your resume, cover letter, and a writing sample (no more than 3 pages) to apply@campusleaders.org with "Policy Position" in the subject of email.

NCLC is an equal employment opportunity employer and strongly encourages diverse candidates to apply. NCLC does not discriminate on the basis of race, color, religious creed, sex (including pregnancy), gender, national origin, ancestry, citizenship, age, medical condition including genetic characteristics, mental or physical disability, veteran status, marital status, sexual orientation, gender identity, (including transgender status), weight, height, linguistic characteristics (such as accent and limited English proficiency, where not substantially job-related), citizenship status, or any other basis prohibited by law.