

Policy Analyst

Reports to: Government Relation Director

Status: Full-time; Exempt with benefits: Blue Cross Medical/Dental/Vision, 403(b) retirement plan, Holidays, 4 weeks Paid Time Off, 10 weeks paid Parental leave

Salary: \$59,500



Alternatives Overview

Our mission is to inspire young people to create a just future through practices that heal individuals, restore communities, and transform systems. Since 1971, Alternatives has modeled innovative alternatives to the status quo in Chicago's youth services field. Our school and community-based therapy, prevention and leadership development programs support young people to individually and collectively address causes of substance abuse, grief and trauma while building social-emotional, career and social change skills. In addition to working directly with young people, we train, coach and advocate for youth-serving institutions like Chicago Public Schools to be restorative and trauma-informed.

Position Overview

The primary roles of the Policy Analyst are researching, conducting, compiling, and analyzing state and local policy and legislation for the agency. The Policy Analyst reports to the Director of Government Affairs and Policy, and will provide impartial research and prepare analysis, memoranda, reports or other material. This position requires a deep understanding of social justice issues in Chicago and Illinois for BIPOC communities and the unique issues present. Through research based strategies, the Policy Analyst will identify the most effective ways to document Alternatives policy priorities in research by developing materials for staff and other constituents using best policy practices.

Responsibilities

Perform the following from a racial, gender, sexuality, and ability equity lens:

- Under direction of the Director of Government Affairs and Policy, researches state and local policy and legislation trends and opportunities, works with community partners and elected officials to identify and address policy and advocacy priority issues, and offers insight on matters affecting targeted populations serviced by agency
- Tracks and analyzes state, and local policy and legislation and prepares summaries, impact analyses, and recommendations to keep management abreast of new policy trends affecting targeted group populations
- Conducts research and assists in managing research, policy, and program activities related to departmental projects and initiatives
- Conducts program best practices, researches and planning and feasibility studies while analyzing and interpreting impact statements and economic and social trends affecting departmental programs
- Represent Alternatives in multiple coalitions and collaboratives, identify community needs and share impact data at the community level.
- Model full participation in Alternatives' promotion and fundraising initiatives as needed.
- Represent Alternatives at relevant forums, site visits and events as assigned.
- Other duties as assigned by the Director of Government Affairs and Policy.

Qualifications

1. Bachelor's degree in related field **OR** 3-5 years equivalent relative experience in policy, research, or government.
2. Consistently learning and working within the following frameworks: Anti-oppression, Positive Youth Development, Trauma-informed Care and Restorative Justice.
3. Cultural competency with low-income Black communities on Chicago's South Side.
4. Previous work experience preparing policy and legislative summaries, analyses, and/or recommendations preferred.
5. Previous experience researching and analyzing impact statements, economic and social trends, data, and related policy and legislation preferred.
6. Previous work experience partnering with nonprofits, universities, service providers, advocacy, and/or community groups
7. Supervision experience within a nonprofit preferred.
8. Strong public speaking and facilitation with both youth and adult audiences.
9. Strong organization, communication, follow-up and networking skills.
10. Proficiency in MS Office, Google Drive and video conferencing.

The COVID vaccine is mandatory for all employees to the full extent permissible under applicable law.

Please send your Resume and Cover Letter to Careers@alternativesyouth.org

Applicants from the communities we serve are strongly encouraged to apply.