



JOB POSTING

April 17, 2024

Reconnect Rochester is seeking a full-time **Policy & Advocacy Coordinator** to join a dynamic and growing staff team that works tirelessly to improve mobility in our community. This position is an exciting opportunity to learn and grow in the field of transportation and urban planning!

The Policy & Advocacy Coordinator's role is to help advance policy and advocacy action that will support Reconnect Rochester's mission. Under the direction of the Director of Policy & Advocacy, they will work to educate our community leaders and boldly advocate for a transportation system that provides mobility options and resource access for everyone. Job responsibilities center around tracking legislative policy, managing data and internal tracking systems, maintaining mapping and other online resources, and working collaboratively to coordinate Reconnect Rochester's growing advocacy activities and community mobilization efforts.

A full job description will be provided to applicants during the interview process.

This position will require someone who:

- Possesses a combination of education, skills, related experience, or desire to learn, in the following areas: Transportation planning & policy, urban planning & design, public policy, street design engineering, advocacy management, community organizing & mobilization, research & analysis, report writing, legislative advocacy
- Is detailed oriented, organized, and able to keep accurate records
- Has strong IT and technical abilities, with mapping and/or GIS application skills as a bonus
- Works well in a team environment and with diverse groups of people
- Is able to work periodic weekend and evening hours
- Has a personal interest and passion for helping our community become more multi-modal!

Hours, benefits & compensation:

- Full-time, 40 hours per week position, with 36 hour summer work week (Wed or Fri afternoons off every week from Memorial Day to Labor Day)
- Pay range of \$17.00 - \$19.00 per hour commensurate with education, skills and experience
- Benefits include: Health plan option with employer contribution, voluntary dental plan option, voluntary 403b plan offering, paid holidays, generous paid time off, workers' compensation, Social Security, unemployment and disability insurance
- Professional development opportunities, conferences and training
- Flexible work options including work schedule/hours and partial remote schedule, as well as summer work week flexibility
- Collaborative and inclusive work environment fostering growth and work-life balance
- Meaningful work that contributes to positive social change!

To apply: Email cover letter and resume by May 15, 2024 to Cody Donahue at cody@ReconnectRochester.org.

Commitment to Inclusion:

Studies have shown that women, trans folx, non-binary folx, people of color, and disabled people may be less likely to apply for jobs unless they believe they meet every qualification in a job posting. At Reconnect Rochester, we are committed to building a diverse and inclusive organization and strongly encourage you to apply, even if you don't believe you meet every qualification. Reach out if you require special assistance or accommodation to apply.