

# Reproaction

## JOB ANNOUNCEMENT REPROACTION POLICY FELLOW

The Reproaction Education Fund leads bold action to increase access to abortion and advance reproductive justice. We are a left-flank culture change organization with deep chops in strategic communications, fearless opposition research, and community organizing, including but not limited to non-violent direct action. We are committed to racial justice. And, we're growing!

### POSITION DESCRIPTION

This is a part-time, remote-based temporary position reporting to and working closely with the deputy director, though work may involve coordination with the digital outreach team or outreach and culture team. Tasks will blend writing and communications skills with research on the current national reproductive rights and justice landscape to inform Reproaction's strategic, data-fueled work.

### RESPONSIBILITIES

- Assist the deputy director in tracking policy developments key to assigned project within Reproaction's body of work advancing reproductive justice
- Regularly track and research administrative policy in new administration, as well as select federal judicial nominations and agency appointments
- Collaborate with digital outreach, and outreach and culture teams, on strategy and tactics, including creating materials for and supporting offline and virtual actions
- Contribute to and author blogs, social content, graphics, emails, and other public-facing materials, as needed
- Perform any additional job-related responsibility as assigned by position's supervisor.

### QUALIFICATIONS

- Research methodology and analytic skills, and an understanding of the mechanisms of public policy
- Excellent communications skills, attention to detail, experience with writing and argumentation, editing, and social media, and a commitment to getting it right
- Basic web and social media skills; ability to use graphic templates
- Initiative and ability to self-motivate in an all-virtual, startup organization
- Accountability and receptiveness to performance-based direction
- Adaptability and an entrepreneurial spirit; comfort with creativity and experimentation
- College degree in progress preferred; combination of education and related experience will be considered.

### REQUIREMENTS

- Fierce and firm commitment to reproductive justice, including but not limited to abortion rights
- Ability to work without supervision in a home office or other self-chosen professional environment
- Strong interpersonal skills; demonstrated ability to work with diverse groups and willingness to consider alternative points of view.

### COMPENSATION AND BENEFITS

The Policy Fellow position is anticipated to begin in late spring/early summer, for six weeks. The incumbent will be paid \$15 per hour, for an eight (8) hour work week. This temporary position is not eligible to receive benefits.

### **HIRING POLICY**

The Reproaction Education Fund is a fiscally sponsored project of NEO Philanthropy, a 501(c)3 organization. Reproaction Education Fund/NEO Philanthropy is an equal opportunity employer. We consider applicants for all positions without regard to race, color, religion, creed, gender, national origin, age, disability, marital or veteran status, sexual orientation, gender identity or any other legally protected status.

### **APPLICATION**

To apply, send an email with the subject line "Reproaction Policy Fellow" to [shireen@reproaction.org](mailto:shireen@reproaction.org) with the cover letter written in the body of your email (do not send your cover letter as an attachment). Your cover letter should address why you are a good fit for the communications associate position. Attach the following:

- Resume
- An original statement detailing your commitment to reproductive justice, not to exceed two paragraphs
- Three professional references, including name, relationship to you, email address, and telephone number for each reference

We regret that we may not be able to respond to all applicants.