

Job Opening: Policy Analyst

The Louisiana Fair Housing Action Center (LaFHAC) is seeking a Policy Analyst to support the organization's legislative and regulatory work at the local, state and federal levels on a variety of housing related and civil rights issues. The position requires strong analytic and writing abilities. LaFHAC is a non-profit organization that seeks to eradicate housing discrimination, an illegal and divisive force that perpetuates poverty and segregation, and limits opportunity. LaFHAC was established in 1995 and is the only full-service fair housing advocacy organization in Louisiana. LaFHAC addresses housing discrimination by 1) educating housing consumers and providers about their rights and responsibilities to proactively prevent violations of the Fair Housing Act; 2) investigating fair housing violations; 3) challenging discriminatory housing practices and policies through litigation; 4) advocating for new policies that promote equitable housing; and 5) counseling homeowners facing foreclosure.

Responsibilities include, but are not limited to, the following:

Government Relations:

- Support productive relationships with relevant officials and their staff.
- Establish and advance organizational policy agenda at federal, state and local levels.
- Maintain legislative and regulatory allies to advance policy work.
- Perform other duties as assigned.

Research:

- Conduct program related research to produce sound and reliable informational resources that can support and advance policy planks.
- Provide project related data collection and analysis.

Communications:

- Produce timely, policy oriented internal and external communications, including, but not limited to press releases, web updates, talking points memos, policy or issue briefs, letters to elected and appointed officials, regulatory comments and other program related communications as needed.
- Develop and draft program related action alerts, listserv messages, and other materials to advance policy goals.

Desired Qualifications:

- Bachelor's degree and/or relevant professional experience.
- Commitment to the Louisiana Fair Housing Action Center's mission and goals.
- Excellent writing skills and ability to produce products quickly.
- Experience in government relations at the local or state level in Louisiana.

Compensation:

- \$50,000 salary
- 100% employer-paid medical insurance with available dental and vision coverage, as well as flex spending account
- 401(k) with employer-matched contributions
- Generous paid vacation
- Paid parental leave

To Apply: Please send a résumé, cover letter, and writing sample (no more than 5 pages) to Director of Policy & Communications Maxwell Ciardullo at resumes@gnofairhousing.org. The position is open until filled. All interviews will be conducted via Zoom.

Please note: due to the expected volume of submissions, we will not be able to return phone calls about applications.

LaFHAC is an Equal Opportunity Employer. LaFHAC values diversity and inclusion in the workplace because it enhances the work we do, reflects the communities we serve, and embodies the values we further and defend. Candidates of all backgrounds are welcome.