



**Position Title: Advocacy Chair**

**Job Description & Responsibilities:**

- Overseeing advocacy efforts for alumni engagement.
- Developing strategies to best represent the needs of the E.O.F. alumni and supports them in voicing their needs to legislators.
- Filtering, collecting, and organizing relevant information to provide to alumni in an easy to understand format on matters posing a threat to the existence of E.O.F. while including potential action items for them to advocate.
- Coordinating events to educate and promote awareness of issues pertaining to E.O.F. alumni in accordance with important dates that coincide with legislative support.
- Empowering regional Liaisons in advocating regionally with templates, content materials, and strategies.

**Qualifications & Requirements:**

- Must be an E.O.F. Alumna/Alumnus with an Associate's or Bachelor's Degree and applicable professional experience
- Has a significant experience in or understanding of political science
- Has a strong background in higher education, understanding of the history/politics of the E.O.F. program, and advocacy work
- Demonstrate strong leadership skills with prior experience in leadership positions
- Must be highly organized and a self-motivator and self-starter
- Be able to establish and maintain effective working relationships with board members, volunteers, community agencies and general public
- Efficient communication ability, both written and oral
- Should be proficient and comfortable with virtual team collaboration
- An understanding of the following tools: Google Apps, Video conferencing, and virtual project management tools (i.e. Asana) is preferred