



JOB ANNOUNCEMENT

State Policy Director - Full-Time Exempt

TransForm, a leading environmental and social equity nonprofit, is seeking an experienced professional to join our team in a newly created position of State Policy Director, a full time exempt position.

ABOUT TRANSFORM

TransForm works to create world-class public transportation and walkable communities in the Bay Area and beyond. We build diverse coalitions, influence policy, and develop innovative programs to improve the lives of all people and protect the environment. We can only achieve this mission by working with groups and people representing a broad range of backgrounds and perspectives.

TransForm and our regional coalition partners have helped to win literally billions of dollars and groundbreaking policies in support of public transportation, smart growth, affordable housing and bicycle and pedestrian safety in the Bay Area. TransForm has also launched innovative programs that increase the number of children walking and biking safely to school and engage people in planning for great communities.

Over the past two years we have been expanding our state-level work to increase funding for public transportation and ensure that California's laws to combat climate change also create more walkable communities, promote affordable homes and save open space. TransForm co-founded and provides fiscal sponsorship for ClimatePlan and the Great Communities Collaborative.

ABOUT THE POSITION

TransForm is seeking a State Policy Director to lead efforts to restore and expand funding for public transportation, and to ensure that state transportation policies support environmental, health and equity goals. The ideal candidate will have a strong background in transportation policy or planning, building diverse coalitions, communications and advocacy.

The State Policy Director is a new, senior-level position that will be supervised by TransForm's Executive Director. It is preferred that the position be located in Sacramento and work out of TransForm's Sacramento office, which also houses ClimatePlan staff. Alternatively, the position may be housed in TransForm's Oakland office, with the understanding that travel to Sacramento 1-4 days per week will be necessary, including some late evenings in Sacramento.

KEY RESPONSIBILITIES

Responsibilities of the State Policy Director will include:

- Providing transportation policy expertise to shape and articulate TransForm positions on legislation, state budget issues, and agency funding criteria.
- Expanding and deepening participation of allies in transportation reform efforts, including labor, community, social justice, business and other key stakeholders
- Facilitating a network of organizations, agencies, and advocates across the state to focus on supporting public transportation.

- Representing TransForm at legislative and agency hearings and in personal communications with decision-makers.
- Developing white papers, fact sheets, and action alerts for major policy campaigns
- Working with TransForm staff and partners to implement media and communications strategies, and serving as a spokesperson for TransForm on state transportation issues.
- Coordinating campaign strategies and reinforcing outreach efforts of Transportation for America, ClimatePlan and regional campaigns for sustainable transportation.
- Supervising TransForm's state policy advocate, consultants and volunteers.

QUALIFICATIONS AND ATTRIBUTES

- Master's degree in transportation policy or planning, or related field, and four (4) years related experience. Two additional years of experience may be substituted for Master's degree.
- Strong record of achievement, with increasing levels of responsibility in previous positions.
- Excellent writing, group presentation, and meeting facilitation skills.
- Demonstrated understanding of advocacy campaigns and experience with organizing and coalition-building.
- Experience working with and building consensus among a diverse range of partners.
- Strong project management skills and an ability to manage multiple assignments, set measurable objectives, prioritize work and ensure partners meet shared deadlines.
- Excellent strategic thinking, planning skills, and political instincts.
- High proficiency in Microsoft Office software.
- Ability to work independently, and as part of team.
- Passion for making positive social change in the world
- Open-minded and flexible, with both a sense of humor and humility.
- Experience effectively managing and supporting staff preferred.

COMPENSATION AND BENEFITS

This is a full-time (37.5 hours/week), exempt position. Competitive salary, commensurate with experience. Compensation includes health and dental insurance, generous vacation time and an exciting, team-oriented work environment. TransForm also administers an employee contribution 403b retirement plan and contributes to the Commuter Check program. We offer a friendly, fast-paced, flexible workplace.

Our staff is focused on making positive change in the world, celebrates diversity and is committed to being intentionally inclusive in all of our relationships. TransForm is an equal opportunity employer. People of color and women are strongly encouraged to apply.

HOW TO APPLY

Interested individuals are invited to email a short, descriptive letter of interest and resume to: SPDjob@TransFormCA.org. Please address within your cover letter how your experience in transportation policy and advocacy would make you a strong candidate for this position.

Attachments should be in Word or PDF format, titled as follows:

lastname_firstname_resume.doc OR lastname_firstname_resume.pdf

lastname_firstname_letter.doc OR lastname_firstname_letter.pdf

Please, no faxes or mailed hard copies.

This position is open until filled. To see if the position is still available, please go to www.TransformCA.org and check if it is still listed in the “Jobs” section of our website.

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TransForm

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