

## Going Home Coalition Campaign Manager

Ready for a new challenge? **The Arc of Illinois is looking for a Temporary Campaign Manager to continue to forward the goals of the Going Home Coalition until June 2022.** The Going Home Coalition is a network of people with disabilities, families, and community organizations, working to transform Illinois' disability service system to create truly person centered and responsive programs and systems that ensure people with intellectual and developmental disabilities live full lives in Illinois communities. The Campaign Manager will work to strengthen the coalition as well as support the engagement and advocacy efforts toward systems change. This Campaign Manager will report to the Executive Director.

### Company Overview

The Arc of Illinois advocates for people with intellectual and developmental disabilities, families and community organizations to ensure that people with disabilities can live, work, learn, and play in communities across the state. The Arc offers resources and information, supports families in their individual advocacy efforts and trains and educates people with disabilities, families and professionals among other things.

### Responsibilities:

The Going Home Coalition Campaign Manager will be responsible for regular engagement with Going Home Coalition committees, community partners, and key decision makers in Illinois disability policy.

#### **(All meeting will be virtual until further notice)**

- Plan, schedule and implement a minimum of three regional advocacy trainings geared toward self advocacy
- Plan and facilitate a minimum of three regional meetings for self advocates across Illinois
- Schedule and facilitate bi-monthly meetings with Going Home Coalition Steering Committee
- Support self advocate committee chairs to schedule and facilitate bi-monthly committee meetings
- Schedule and hold a minimum of three meeting with the Governor's Office to share the goals of the coalition
- Implement the media outreach plan including managing the website and Facebook page as well as the other aspects of the plan
- Recruit new members to the Coalition using the Membership package and offer onboarding
- Facilitate a minimum of two leadership trainings for identified leaders of the Going Home Coalition
- Work with Coalition members to develop, distribute, and collect data from a survey to determine effectiveness of the Coalition actions
- Manage all grant reporting and evaluation in a timely manner
- Work together with The Arc of IL staff to complete monthly financial reporting
- Develop appropriate Coalition infrastructure to forward goals
- Manage coalition meetings and implement coalition strategic priorities
- Educate, train, and engage people with disabilities, families, and community organizations in public policy and systems change advocacy through regional meetings and relationship building with legislator and key administration officials
- Support educational outreach to legislators and other key decision makers
- Perform administrative and coalition support including coordinating educational materials, social media, meeting planning and data collection
- Work with communications consultant to implement media relationships

- Other duties as assigned

**Requirements:**

- Bachelor's Degree or equivalent experience
- Experience in public policy, disability policy, advocacy, and systems change in Illinois preferred
- Lived experience with disability and/or experience in creating access/inclusion for people with various disabilities preferred
- Experience in outreach, and training
- Ability to work independently, and effectively with support self advocate committee leaders, members and staff
- Ability to build coalitions and bring together people with diverse view points toward a common goal
- Excellent verbal and written communication skills

**The Campaign Manager role has the ability to work remotely.**

**Equal Opportunity Employer: disability/veteran**

**Keywords: Legislative advocacy, outreach, advocacy, self advocate**