



200 W Madison St, Fl 3  
Chicago, IL 60606  
(312) 470-6325

info@unitedstatesartists.org  
unitedstatesartists.org

## Position Specification:

# Co-Director, Advocacy & Policy

**About NAPA:** National Arts Policy Alliance (NAPA) is a new initiative, incubated within United States Artists, dedicated to building collective power among creative and cultural workers to win policy reforms establishing cross-sectoral economic rights for all.

We believe all workers in and outside the creative sector deserve economic rights, including material needs like housing and health care, the right to fair work and pay, income security, freedom of creative expression, access to economic opportunity, a clean environment, and the ability for individuals and communities to shape their economic futures.

We are committed to strengthening the necessary infrastructure – local organizing capacity, advocacy and policy resources, and cross-sector alliances – to win systemic reforms grounded in economic rights and justice.

**What We’re Building:** Over the next 12–18 months, NAPA will support the development of at least seven local Assemblies—networks of creative and cultural workers developing grassroots campaigns to win economic rights in their communities. These Assemblies will receive funding and organizing support to build out local action plans. We will also build a peer learning cohort, host national training, and produce key research and policy resources to support these local efforts. We hope this work will culminate in a National Creative & Cultural Workers Assembly in Fall 2026, where we will assess progress and publish a shared agenda heading into a new political cycle. During this initial phase, our priorities include:

- Supporting 7+ local Assemblies to launch advocacy campaigns focused on economic rights
- Delivering 2–3 national trainings and convening a learning cohort of Assembly leaders



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- Publishing 2-4 field-wide research and policy resources
- Hosting a National Assembly to align around a shared agenda and strategy
- Building relationships with allies in the broader economic justice movement

To make this vision real, we are hiring our first three team members, hired in the following order:

1. [Co-Director, Organizing](#) (hired ASAP)
2. Co-Director, Advocacy & Policy (hired Fall 2025)
3. [Co-Director, Stewardship](#) (hired Winter 2025)

These Co-Directors will work in a distributed leadership model, with shared decision-making power and distinct areas of responsibility aligned to NAPA's strategy. In year one, they will be accountable to the CEO of United States Artists or their delegated representative. Over time, as NAPA becomes an independent entity, accountability and reporting will transition fully to the NAPA Stewardship Committee.

#### **Role Summary:**

The Co-Director, Advocacy & Policy leads the development of research, policy, and campaign resources to support local Assemblies and national alignment. This role focuses on connecting NAPA's network to ongoing economic rights efforts and producing tools to support the field.

#### **Key Responsibilities:**

- Lead stakeholder outreach to potential campaign and policy partners
- Map and build relationships with groups that are already doing research, advocacy, and policy work around economic rights, in and outside the arts.
- Assemble and publish clearinghouse of relevant policy tools, data, and updates



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- Produce new research and policy resources for NAPA stakeholders
- Track and share developments on key policy issues with NAPA community
- Support strategic alignment across local and national advocacy efforts

#### **Desired Qualifications:**

- Strong skills in policy research, analysis, and formulation
- Excellent communication skills, including clear and concise writing.
- Knowledge of economic rights policy issues (e.g., housing, income security, labor rights) and stakeholders
- Ability to translate policy into accessible tools for organizers and advocates
- Demonstrated success crafting effective advocacy collateral, such as issue briefs, fact sheets, talking points, op-eds, and other forms of persuasive policy writing
- Experience working in or alongside campaigns and coalitions
- Strong relationship-building skills across government, institutional, and cross-sector stakeholders.
- Proven ability to work across diverse communities, geographies, and contexts, with a strong commitment to racial, gender, economic, and social justice.
- Collaborative leadership style with experience in collective decision-making, coalition leadership, and distributed team structures.
- Self-motivated with the ability to manage multiple projects, meet high standards, and hold self and others accountable
- Deep belief in the power of cultural workers to drive change
- Priority given to individuals from NAPA's core constituencies of creative and cultural workers

#### **Additional Details:**

- **Location:** Remote, with some travel required
- **Term:** One-year contract, with expectation of renewal. Total time commitment is negotiable with expectation of timely



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deliverables, this position may be structured as a part time with benefits or a contracted position.

- **Compensation:** Negotiable based on experience and time commitment. Estimated budget of \$80,000 - \$90,000 annually.
- **Structure:** Distributed leadership model; each Co-Director holds primary responsibility for their domain, collaborates to drive shared goals, takes part in project governance, and reports to the CEO of United States Artists

### To Apply:

Send a resume and short letter of interest explaining your connection to NAPA's mission and how your experience aligns with the role to [jobs@unitedstatesartists.org](mailto:jobs@unitedstatesartists.org). Applications will be reviewed by a Hiring Committee assembled from NAPA's Co-Design Team. We look forward to hearing from you!