



## Food Policy Analyst

September 2024

At Every Texan, we envision a Texas where people of all backgrounds can contribute to and share in the prosperity of our state. Unfortunately, not all Texans can access the conditions they need to thrive. We believe one of the most effective ways to advance social justice is to strengthen public policy. We are deeply committed to policy solutions that advance racial, ethnic, and gender equity, expanding opportunity for every Texan.

We are committed to focused and sustained action to dismantle racist systems, policies, practices, and ideologies. This commitment is ongoing and represents our desire to create and nurture an organizational culture that espouses anti-racism, equity, and belonging for all. We also listen to the voices of Black, Brown, Indigenous and People of Color (BIPOC) communities to catalyze equitable outcomes for all, and we recognize, value, and uplift the dignity and humanity of all our staff, fellows, and interns within our organization. We believe that living out our values as an anti-racist organization is critical to our mission. We stand against all forms of oppression, including transphobia, classism, sexism, ableism, and xenophobia. You can learn more about our work at [www.everytexan.org](http://www.everytexan.org).

Every Texan is an equal opportunity employer committed to inclusive hiring and diversity in our work and staff. We do not discriminate in employment opportunities or practices based on actual or perceived race, color, religion, national origin, sex, age, marital status, sexual orientation, gender identity or expression, pregnancy, childbirth or related medical conditions, veteran status, uniform service member status, disability, or any other characteristic protected by law. Women, people of color (including multilingual and multicultural individuals), LGBTQ+ persons, and people with disabilities are encouraged to apply. Every Texan is, proudly, a unionized workplace.

### Position Summary

The Policy Analyst is a member of the Health and Food Justice (HFJ) team, which spans food security and access to affordable health care. The Policy Analyst works closely with all members of the HFJ team, the Communications team, the Community Engagement and Advocacy team, and is part of the Legislative and Policy team. This position reports to the Chief of Legislative Strategy, who is currently serving as interim director of the HFJ team.

The Policy Analyst will identify and address barriers to hunger and family support programs, advocate for improved programs and policies, and conduct outreach with the goal of increasing equity and access to needed benefits. The ideal candidate should be committed to improving equity and outcomes for Texas families through ending hunger. The ideal candidate recognizes the pivotal role of federal and state nutrition programs; they understand that ending hunger requires advocating for improved access to food programs with a focus on the children and

families that face greater obstacles due to systemic racial/ethnic discrimination, immigration status, poverty, language, or location.

Candidates must have a strong desire to drive policy change at the local, state, and federal levels to improve food access and equity; the ability to understand complex policies and to translate them for non-expert audiences; and enjoy working with state and federal agencies, peer stakeholder organizations, schools, program operators, and community members to effect that change. Personal experience with the impacts of affordable food and nutrition programs is a plus.

### Roles and Responsibilities

- **Policy Expert:** Maintains extensive knowledge of a policy portfolio related to food security and justice (School Meals, Summer EBT, WIC, SNAP, CACFP). Analyze data and write policy briefs, fact sheets, outreach materials, blogs, and other materials to make child nutrition program issues accessible to a general audience.
- **Policy Advocate:** Engages in legislative, administrative, and grassroots advocacy at state and federal levels, including activities reportable as lobbying under federal rules that apply to 501(c)(3) organizations. Where needed, fosters and provides shared leadership to coalitions, campaigns, and other strategic alliances. Attends and actively provides support and expertise in food policy and advocacy coalitions, including the Texas Food Policy Roundtable, the Food Research and Action Center (FRAC) committee, and others.
- **Public Educator:** Engage in public education across Texas with local and state leaders, media, service providers, and/or advocates. Maintain effective working relationships with state and local policymakers, the media, advocates, service providers, national organizations and/or think tanks.
- **Agency Advocacy:** Work with state agency officials to advocate for improvements in the administration of food programs to maximize the number of Texans served.

### Required Qualifications, Skills, and Abilities

The required qualifications detail the performance record and combination of education, skills, and experience necessary. The preferred qualifications serve as the growth direction for the position. We understand that strong candidates will not meet every preferred qualification and encourage all those who are interested and meet the required qualifications to apply.

- Education and work experience:
  - Bachelor's degree in public health or related field.
  - Work experience that demonstrates gradual knowledge building related to anti-hunger and food justice programs and policy.
  - Experience in legislative or administrative policy advocacy.
- A demonstrated commitment to Every Texan's mission of strengthening public policy to expand opportunity and equity for Texans of all backgrounds.
- Knowledge of federal and state nutrition program eligibility policy.

- Keen understanding of how legislative and agency policies impact access to public benefits.
- Understanding of barriers low-income people and members of other marginalized communities face when applying for public benefits.
- Exceptional writing, editing, and speaking skills, including explaining detailed policy matters to various audiences.
- A demonstrated ability to be self-motivated, adaptable, and to work independently and as part of a team.
- Strong interpersonal skills with the ability and desire to build trusting relationships with partners.

### **Bonus Qualifications**

- Master's degree in public policy, public affairs, public health, or a related field, or has plans to attain a master's degree.
- Experience in fundraising (grant writing, contract management) and/or connections to donors and funders.
- Familiarity with TANF, kinship care policies, and other family support programs.

### **Status**

- Full time
- Permanent
- FLSA Exempt
- Bargaining Unit Position

This position is Texas-based. Every Texan offers a flexible work schedule where employees can request remote work with approval from their supervisor when physical presence is not required. This position requires occasional travel.

### **Compensation**

The starting salary range for this position is \$57,250-\$70,000 annually with a target start date of Dec. 1, 2024. Every Texan offers excellent benefits, including health insurance, dental insurance, life and long-term disability insurance, retirement contributions, FSA, generous vacation, paid parental and health leave, and holidays.

### **To Apply**

Please email (subject line: Food Policy Analyst) a cover letter, writing sample, resume, and two references to [apply@everytexan.org](mailto:apply@everytexan.org) by Oct. 18, 2024. The cover letter should describe your interest in the position and explain your connection to our mission, how your experience meets the minimum qualifications, and how you are prepared for the responsibilities outlined in the job description. Your writing sample should reflect your ability to write about complex content targeted to readers who do not know about the topic (i.e., simple, clear, concise). Please email applications with attachments in Microsoft Word or PDF format only. We do not accept phone inquiries regarding the position. Thank you!

**Every Texan is an Equal Opportunity Employer**