Who we are:
Founded by a group of dedicated individuals in 1997, Detention Watch Network (DWN) is a national coalition building power through collective advocacy, grassroots organizing, and strategic communications to abolish immigration detention in the United States. DWN is staffed by a small and growing team, committed to a vision of a world where every individual lives and moves freely and a society in which racial equity is the norm and immigration is not criminalized.

Recent Accomplishments:
• Since the launch of the Defund Hate campaign in 2017, have blocked $12 billion in funding requested for ICE and CBP
• Coordinated the national Free Them All campaign in response to COVID-19;
• Supported the passage of anti-detention state laws in California and Illinois;
• Sub-granted over $200,000 to grassroots members working to end detention locally.

Position Summary:
DWN’s Policy Counsel will work to advance policy related to DWN’s mission to abolish immigration detention, providing technical assistance and educating the public, lawmakers, DWN members, and other stakeholders. They will also play a role in strengthening DWN’s engagement with decision-makers and allies in DC as well as engaging with members across the country to incorporate their perspectives into DC-based advocacy. They will engage in legislative and other policy related advocacy, including working to promote local, state, and federal reforms, urging key decision makers and stakeholders to advance systemic change, and providing support and assistance to DWN members.

Detention Watch Network is committed to the recruitment and retention of staff that is reflective of the communities we work with. We strongly encourage applications from Black, Indigenous, people of color; immigrants; women; people with disabilities; members of the LGBTQ community; and other underrepresented and historically marginalized groups.

This position reports to DWN’s Advocacy Director. Some travel required (once it is safe to do so).

What you’ll do:
Advance DWN’s Advocacy Strategy
- Represent DWN in meetings with Congress and other decision-makers at senior levels of government.
- Develop relationships with key allies in Congress.
- Participate in and/or organize briefings with policymakers.
- Track, research, and prepare materials on state and federal legislation, regulations, and policies impacted immigration detention.
- Draft, amend, and analyze legislation, executive actions, regulatory comments, and other policy vehicles to advance the phasing out of immigration detention.
- Review and summarize proposed legislation and assist with drafting model legislation.
- Oversee DWN's lobbying tracking to ensure 501(c)3 compliance and serve as a resource to staff about lobbying guidelines.

**Provide Expertise on Detention**
- Develop rapid and in-depth policy analysis to Congress and the Network through policy briefs, one-pagers, conference calls and one-on-one meetings.
- Develop policy alternatives through discussion papers, white papers, talking points, testimony, fact sheets, coalition letters and related policy analysis.
- Develop and disseminate relevant information to members, policymakers, and within relevant coalitions
- Engage in public speaking and presentations to educate members and allies about detention and enforcement.
- Conduct research on immigration detention contracts.
- Support staff in work related to the organization’s legislative advocacy, policy development, policy-related products, and technical assistance/advisory services.

**Build Coalition Power**
- Support the implementation of national campaign strategies including being a thought partner in developing strategy for the Defund Hate, Communities Not Cages and other campaigns.
- Develop and maintain relationships with allies and constituencies to develop creative and collaborative advocacy strategies to advance DWN’s mission.
- Support DWN members with their federal efforts and offer technical assistance as needed.
- Participate in internal and coalition strategy meetings and develops and implements action plans.
- Collaborate with stakeholders in coalitions that are focused on issues related to immigration detention and incarceration.

**You’ll thrive in this role if this sounds like you:**
*While no candidate will possess every quality, the successful candidate will possess many of the following qualifications and attributes. Even if you aren’t sure but are excited about the position, we encourage you to apply!* 

- Demonstrated commitment to DWN’s values
• Extensive knowledge of legislative and administrative processes especially at the federal level, including Hill experience
• Exceptional writing skills
• Experience writing and editing reports and other written materials
• Strong organizational skills and attention to detail
• Ability to work independently and collaboratively, work well under pressure and adhere to deadlines while balancing multiple projects
• Ability to analyze legal concepts and other complex issues and to communicate them to a variety of audiences
• Strategic thinker with an ability to anticipate challenges and address roadblocks as they arise.
• A demonstrated ability to develop and maintain strong relationships and partnerships with national and grassroots coalitions of organizations, community members/leaders, and public officials
• JD, MPA, MPP or other related graduate degree with at least four years of policy or legal advocacy experience preferred; responsibilities will be adjusted based on experience

We’re hoping you bring 1-2 (or more) of these bonus skills:
• Fluent in English and another language
• Demonstrated success in devising strategies that bring together organizing and advocacy approaches and deliver wins
• Experience conducting legislative analysis and policy advocacy, familiarity with political research
• Experience analyzing and interpreting legislative and regulatory language
• Experience with public speaking and facilitation
• Familiarity with social justice issues, particularly related to migrant justice, racial justice and ending mass incarceration
• Experience working alongside and honoring the leadership of frontline communities

Salary: Starting $85,000
***DWN employees are eligible for an additional $2,000 on top of their annual salary for the following factors:
• Paying for educational loans (must show proof, including projected end date)
• Living in a major metropolitan city

Why work for DWN?
• **Paid Time Off:** Staff are eligible for 15 vacation days their first year of employment; 20 vacation days during years two through seven; and 25 vacation days after eight years of employment; plus we are closed between December 25 and January 1.
• **Commitment to our staff:** DWN invests in staff growth and professional development opportunities and is committed to providing regular feedback and opportunities for advancement.
• **Crystal clear focus:** Our team gets to work with dedicated and growing membership committed to the abolition of immigration detention.

• **Wellness Fund:** We know that this work can be physically and emotionally taxing, so DWN offers a wellness fund to all staff: a stipend of $500 per year to go towards personal health and self-care (yoga classes, therapy co-pays, massages, workout gear—whatever works for you!)

• **Our team is awesome:** You'll be working with a group of smart, dedicated, and caring people who know how to have fun while getting a lot done in a low-ego environment!

• **Added perks:** we offer generous benefits and salaries, a monthly cell phone stipend, plus eligibility for an eight-week sabbatical after three years on staff.

Detention Watch Network is an “at-will” and equal opportunity employer. Applicants and employees shall not be discriminated against because of race, religion, sex, national origin, ethnicity, age, mental or physical disability, sexual orientation, gender (including pregnancy and gender expression) identity, marital status, veteran status, medical condition, or any other protected classification.

Reasonable accommodation will be made so that qualified disabled applicants may participate in the application process. Please advise in writing of special needs at the time of application. While performing the responsibilities of the job, reasonable accommodations may be made to enable people with disabilities to perform the essential functions of the job.

**To Apply:**
In lieu of a cover letter, please respond to these short-answer questions:
1. Why are you excited about working at Detention Watch Network?
2. What experience do you have with providing rapid policy analysis (through policy briefs, one-pagers, conference calls, and one-on-one meetings) to Congress, stakeholders, and coalition members?
3. What other relevant experience would you bring to this position?
4. Is there anything else you’d like to share with us? (optional)

Please send your responses, your resume, and writing sample to jobs@detentionwatchnetwork.org with your first and last name followed by “Policy Counsel” in the subject line.

If selected for an initial screening interview, DWN's hiring consultant, Ebony Ross, will reach out to you. *Please note: Submissions received without the required submission format will not be reviewed.*