

# Public Policy Director

## Clean Slate Initiative

Remote

Salary: \$145,000-\$160,000

## BACKGROUND

### The Organization

Founded in 2019, the [Clean Slate Initiative](#) (CSI) is a national bipartisan organization advancing policies to automate and expand eligibility for record clearance. One in three Americans lives with a past arrest or conviction record that limits their ability to find work, continue their education, obtain a professional license, or fully participate in family and civic life.

The Clean Slate Initiative's vision is that people will no longer be defined by their records and will have the opportunity to contribute to their community, have a fair opportunity to work, get an education, and achieve their full potential. The Clean Slate Initiative passes and implements laws that automatically clear eligible records for people who have completed their sentence and remained crime-free and expand who is eligible for clearance. To date, twelve states have passed Clean Slate laws impacting more than 15 million people. The Clean Slate Initiative works with bipartisan leaders and organizations and offers our expertise on what works: intelligent policy design, an eye toward implementation, and campaign strategies that center lived experience. Along the way, we work to redefine the narrative around people with records, cutting through the bias and stigma, to reorient the legal system to live up to the ideals of second chances. Learn more about our work [here](#).

### The Position

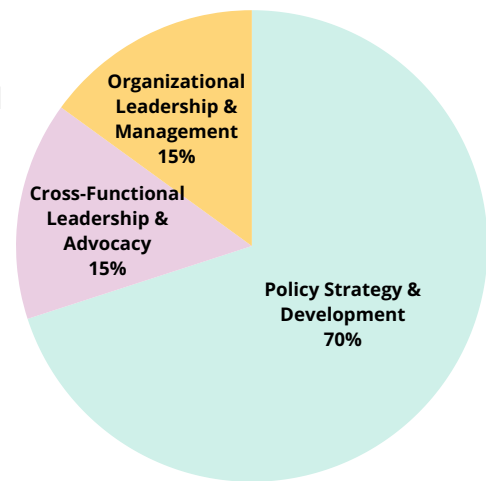
The Public Policy Director is a critical leadership role at CSI. This person will shape and lead the organization's policy strategies, ensuring that Clean Slate laws continue to grow in their impact across the U.S. This is a senior position that requires deep policy expertise, particularly in the criminal legal space, and a strong ability to lead cross-functional collaboration. The Public Policy Director will report directly to the Chief Operating Officer.

The ideal candidate is a strategic thinker, a natural collaborator, and a subject matter expert in legislative processes. They must be able to guide legislative efforts, support state-level campaigns, and manage relationships with lawmakers, stakeholders, and other partners. Given the growing demand for record clearance policies, this role requires balancing immediate legislative opportunities with long-term policy goals.

## ROLE OVERVIEW

### Policy Strategy & Development (70%)

- Draft and refine legislation, ensuring maximum record clearance while considering political feasibility.
- Monitor and analyze policy developments at the state and national levels, identifying both opportunities and challenges for CSI.
- Engage with lawmakers and government officials to build relationships and advance impactful Clean Slate policies.
- Provide expert policy advice during state-level campaigns and testify in legislative hearings.
- Translate legislative learnings into best practices, continuously improving CSI's policy approach.
- Oversee the policy team, should it grow to add more junior level policy staff.



### Cross-Functional Leadership & Advocacy (15%)

- Represent CSI at conferences, peer workgroups, and public forums to elevate the organization's profile and policy expertise.
- Collaborate closely with the Director of Research and Data on publication strategies, ensuring that CSI's research is leveraged effectively in policy advocacy.
- Collaborate closely with the Director of Implementation to ensure implementation learnings inform new policy development and continuous improvement in both legislative drafting and implementation.
- Work with the Programs Team to ensure policy considerations are integrated into all aspects of CSI's state pipeline management and decision making.

### Organizational Leadership & Management (15%)

- Serve as a key thought leader within CSI, supporting the organization's strategic direction and decision-making.
- Lead, mentor, and manage a growing policy function, fostering a collaborative and innovative work environment.
- Regularly update CSI leadership and internal teams on key policy developments and upcoming legislative opportunities.
- Play a crucial role in the implementation of Clean Slate laws, ensuring effective rollout and execution in states where legislation passes.

# THE IDEAL CANDIDATE

The ideal candidate for the role possesses the following competencies:

<b>Strategic Policy Development</b> The ability to analyze complex issues, draft effective legislation, and create long-term strategies that advance the organization's policy goals.	<b>Legislative Expertise</b> Expertise in navigating the legislative process, building relationships with lawmakers, and advocating for impactful public policy changes.	<b>Cross-Functional Leadership</b> Proven ability to collaborate across departments, ensuring policy initiatives are integrated with the organization's broader mission and operational goals.
<b>Stakeholder Engagement</b> Strong skills in collaborating with diverse stakeholders, including government officials, community groups, and advocacy organizations.	<b>Communication &amp; Influence</b> Exceptional written and verbal communication skills, capable of presenting complex policy ideas clearly and persuasively to varied audiences.	<b>Analytical Thinking &amp; Problem-Solving</b> Adept at conducting rigorous policy analysis, identifying challenges, and developing data-driven solutions to advance legislative objectives.

## Additional Qualifications

- **Experience:**
  - At least 10 years of professional experience in policy development, legislative advocacy, or implementation, with a focus on criminal justice or similar fields.
  - At least 3 years of leadership or supervisory experience, with demonstrated success managing teams and guiding policy strategy.
  - Proven track record of drafting, negotiating, and advancing policy at the state level, particularly in criminal justice reform.
- **Skills & Abilities:**
  - Strong analytical and strategic thinking skills, with the ability to craft and advocate for complex policy solutions.
  - Excellent written and verbal communication skills, including the ability to provide testimony, write legislative briefs, and engage with diverse audiences.
  - Demonstrated ability to manage relationships with lawmakers, stakeholders, and partners across political divides.
  - Ability to manage multiple projects in a fast-paced environment while maintaining attention to detail.
- **Personal Attributes:**
  - Passionate about criminal justice reform and committed to advancing opportunities for people impacted by the legal system.
  - Collaborative and team-oriented, with the ability to work effectively across multiple departments.
  - Flexible and adaptive, able to navigate the complexities of state and national politics.

## WHO WE ARE

### Our Commitment to Diversity, Equity, & Inclusion

The Clean Slate Initiative is a 501(c)(3) public entity that passes and implements laws that automatically clear eligible records for people who have completed their sentence and remained crime-free and expand who is eligible for clearance. CSI is committed to attracting, developing, and retaining exceptional people, and to creating a work environment that is dynamic, rewarding, and enables each of us to realize our potential. CSI's work environment is safe and open to all employees and partners, respecting the full spectrum of race, color, religious creed, sex, gender identity, sexual orientation, national origin, political affiliation, ancestry, age, disability, genetic information, veteran status, and all other classifications protected by law in the locality and/or state in which you are working.

## COMPENSATION AND BENEFITS

### Salary

The Clean Slate Initiative is committed to transparent and fair compensation. The hiring range for this position is an annual salary range of \$145,000 - \$160,000 per year. The final salary within this range will be determined based on candidate qualifications and relevant experience. Once an offer is made, we do not negotiate the compensation package.

### Benefits

Comprehensive benefits package that includes 100% employer-paid health, dental, and vision insurance, a 4% employer match and 2% employer-paid contribution towards 401k retirement, pre-tax transportation benefits, and paid holidays, vacation, sick, and volunteer time off. This is a full-time position and is considered exempt for overtime purposes. This is a remote position and we are location agnostic regarding where in the US you are based. However, we will discuss a hybrid or in-office work location for candidates in proximity to our Orlando office.

You will need to:

- Work collaboratively with a team in various time zones
- Be close to a major airport with the ability to travel approximately 10-15%
- Attend required quarterly onsite planning meetings in various locations
- Attend at least 1 staff learning trip and our annual convening each year

## TIMELINE AND NEXT STEPS

If you are interested in this position, please [click here](#). All applicants will receive an email confirming receipt of their application.

We encourage candidates of all backgrounds to apply even if you do not meet all of the qualifications outlined above. If you are selected to move forward for an initial screening call, we expect you to hear from us by November 2024.

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[Submit an application](#)

