



POLICY AND ADVOCACY ASSOCIATE

THE CRISIS

We are in the midst of an unprecedented narrative battle over the public’s basic intuitions about crime and punishment, and what it will take to achieve public health and safety. Yet for decades, lawmakers and the media have listened to police and prosecutors,

overlooking the perspective, voice, and expertise of those closest to mass criminalization. As a result, misinformation spreads, fear wins out over reason, and the status quo prevails. Zealous aims to right this historic imbalance.

OUR MISSION

Zealous is a national advocacy and education initiative dedicated to challenging and transforming unjust legal systems through media, storytelling, and the arts. Zealous trains and supports local coalitions of advocates, public defenders, artists, and

the people and communities directly impacted by the legal system in their pursuit of justice. **The ultimate goal:** To achieve enduring policy change to end mass criminalization.

CURRICULUM:

Zealous designs and implements trainings, law school courses, and toolkits on media, storytelling, communications, and policy advocacy for public defenders and future social justice leaders.

CAMPAIGNS:

Zealous supports local partners to develop cutting-edge social justice advocacy campaigns that harness technology, arts, media, and firsthand storytelling strategies.

THE WORK

MEDIA SUPPORT:

Zealous builds relationships between journalists and public defenders, social justice advocates, and directly-impacted people to ensure their perspectives and insights influence media coverage of legal issues. We help pitch stories, find sources, influence reporting, and draft commentaries.

THE IMPACT

In just the last two years, Zealous has trained over 1,000 public defenders and reached hundreds of law students with our original curriculum and programs, supported local partners in the launch of over a dozen cutting edge, story-driven media advocacy campaigns, and driven reporting and commentaries on crime and policy by connecting journalists to local sources that are often overlooked. Our partners include defender offices and the communities they

serve, artists and storytellers, technologists and coders, organizers, journalists, arts and civil rights organizations, and academic institutions. The issues we have worked on include pretrial detention in Chicago and Texas, to solitary confinement in Michigan, non-unanimous juries in Oregon, court accountability in Prince George’s County Maryland, and fines and fees in Louisiana.

THE POSITION

The Policy and Advocacy Associate will be the glue that ties the various Zealous practice, issue, and jurisdictional practice areas together and supports all Zealous staff on a range of campaigns, curriculum, and partnerships through researching policy and legal issues, writing and revising proposals, trainings,

scripts, and other foundational documents, taking meeting notes, and organizing key materials. The Policy and Advocacy Associate will also spearhead administrative duties, including scheduling and planning internal and external meetings.

ESSENTIAL DUTIES

POLICY AND ADVOCACY:

Maintaining a firm and current grasp on all local and national policy priorities, legal issues, as well as partner and coalition landscapes Zealous supports and develop systems to ensure Zealous team-members have ready access to this information.



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Authoring and developing internal policy memos for new and ongoing campaigns and issues and working documents for collaboration with partners for the Zealous team and external strategic partners on ongoing, new, and potential projects.

Drafting and refining messaging, copy, communications, and other language in all forms of Zealous advocacy — internal and external — including for testimony, advocacy letters, advocacy websites and other projects, toolkits, guides, promotional materials, social media copy, op-eds, and talking points.

Scribing and maintaining notes and minutes from meetings external and internal and organizing Zealous documents and assets.

CREATIVE PROJECTS:

Collaborating with the Zealous team to translate legal issues and causes into engaging, impactful, and humanizing language and experiences, including messaging on websites, multimedia projects, films, op-eds, on and off-line (print) educational toolkits, and events.

Supporting the Design and Experiences Manager to maintain and update all Zealous-created web-projects and serving as chief liaison between Zealous, local partners, and coder when needed to update content.

Supporting development of video projects including interview questions, synthesizing transcriptions and working with the Zealous team to create “paper edits” for the video editor.

ZEALOUS GROWTH AND ORGANIZATION:

Supporting Zealous’ own development, community building, public relations, social media identity, brand, and messaging.

Collaborating with Zealous’ curriculum team to develop and hone academic experiences for up and coming social justice advocates, from jails to law schools.

Drafting itineraries for Zealous work trips and ensuring that logistics run smoothly.

Spearheading and maintaining organization of Zealous Shared Google Drive, project management tools, and email lists.

Maintaining and updating team calendar with weekly staff meeting leadership, holidays, and events.

Supporting event planning for Zealous trainings, conferences, and convenings.

BA preferred.

Deep knowledge of the criminal “justice” system from personal experience either working within it and/or driving policy and strategy outside of it.

Excitement about working at the axis of media and justice required.

Commitment to the importance of transformative legal and policy change through excellent advocacy, media, and storytelling.

Outstanding communication and writing skills, particularly the ability to translate complex legal and policy speak into digestible, powerful, and actionable advocacy messaging.

Strong work ethic and dependability, including demonstrated ability to be self-directed, take initiative, and work independently, all in a remote workspace.

ESSENTIAL
DUTIES

KNOWLEDGE AND
SKILLS



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KNOWLEDGE AND SKILLS

Experience collaborating with a team, including remotely, and willingness to use remote co-working tools.

Willingness to work in a creative, energetic start-up environment.

PHYSICAL DEMANDS:

Willingness to work nights and weekends when necessary, and travel occasionally.

WORK ENVIRONMENT:

May live anywhere in the U.S.

SALARY AND BENEFITS:

Competitive

PLEASE APPLICATION NOTE PROCESS

APPLICATION DEADLINE:

January 28, 2022

To apply, please send resume and letter of interest stating clearly which position(s) you are interested in to careers@zealo.us.

PLEASE NOTE

We are in the process of a complete overhaul of our [website](#). The information on our site does not reflect the full scope of our work. For the most current information on Zealous' past, present, and future work and impact, [please see this appendix](#) and [our latest video on what we've been upto this past year](#).
