2019 Position Description
Director: Lutheran Advocacy Ministry-New Mexico

Collaborate with other Office of the Bishop staff, the Synod Council, and synod ministries to integrate and interpret the ministry of advocacy into the life of the synod

- Develop and support opportunities for ELCA members, rostered ministers, lay leaders, and congregations to engage in advocacy ministry
  - Interpret advocacy ministry in ELCA congregations
  - Encourage congregations to participate in and support ELCA World Hunger
  - Attend and participate in conference meetings when possible
  - Encourage ELCA members and rostered/lay leaders to join the Lutheran Advocacy Ministry-NM Advocacy Network and the ELCA Advocacy Network
  - Work with the Director of Lutheran Advocacy Ministry-Colorado to support advocacy ministry in Utah, Wyoming, and El Paso.
  - Provide articles and resources for synod communications as needed
  - Support the work of the Policy Committee which provides oversight of the Lutheran Advocacy Ministry-NM program activities and budget
  - Encourage congregations to become Advocating Congregations

- Interpret the role of advocacy and of Lutheran Advocacy Ministry-NM at the Rocky Mountain Synod Assembly
  - Develop a display and informational handouts for each assembly
  - Prepare and present workshops and/or interest lunches on policy issues, advocacy training and ELCA Social Statements
  - Offer opportunities for voting members to advocate for particular current issues through offerings of letters and resolutions when appropriate
  - Provide information about Lutheran Advocacy Ministry-NM activities to all assembly voting members
  - Offer an annual advocacy conference as an opportunity for ELCA members and rostered/lay leaders to learn more about advocacy and issues included in the Lutheran Advocacy Ministry-NM Advocacy Agenda
  - Plan and implement the conference
  - Include workshop sessions to increase advocacy skills
  - Host the annual Lutheran Advocacy Ministry-NM Bishop’s Legislative Luncheon and Issues Briefing
  - Plan and implement this annual opportunity as an advocacy day for Lutherans as well as other members of the faith community
  - Encourage attendance and participation of ELCA members and rostered/lay leaders and members of other faith communities
  - Educate ELCA members and other faith community members about how they can effectively advocate
  - Recognize the Lutheran Advocacy Ministry-NM “Legislator of the Year” which honors legislators who champion public policies relating to the Advocacy Agenda

- Participate in the life of the Rocky Mountain Synod as a member of the staff of Office of the Bishop
  - Attend staff meetings regularly
  - Attend the annual Theological Conference
  - Attend the Synod Assembly
  - Attend meetings of the Synod Council
Advocate with New Mexico state government public policy makers in accordance with the social justice positions of the ELCA and the Rocky Mountain Synod

- Draft an annual Advocacy Agenda, outlining public policy issue positions, for consideration and adoption by the Policy Committees
  - Research and study pending public policy issues and concerns
  - Prepare and present testimony before pertinent standing and interim legislative committees
  - Arrange, prepare for and attend meetings with individual legislators and legislative staff
  - Arrange, prepare for and attend meetings with executive branch officials and staff
  - Attend and monitor meetings of pertinent standing and interim legislative committees
  - Participate in coalitions on issues of mutual interest
  - Follow and comment as needed on rule revisions proposed by state executive agencies

- Develop and carry out communication activities
  - Communicate with the LAM-NM Advocacy Network through electronic updates and action alerts
  - Develop, maintain and update websites
  - Write, edit and mail newsletters
  - Encourage ELCA members, rostered/lay leaders and congregations to advocate with their legislators and the governor
  - Communicate and collaborate with ecumenical and interfaith partners
  - Speak to community organizations and participate in public forums
  - Research, develop and prepare various written materials to explain and encourage action on behalf of the Lutheran Advocacy Ministry-NM Advocacy Agenda

- Encourage and maintain active ecumenical and interfaith partnerships that support advocacy ministry work
  - Nurture the advocacy partnership with the Presbytery of Santa Fe
  - Expand the Advocacy Network by welcoming ecumenical and interfaith partners as well as other members of the community
  - Work in an advocacy partnership with the NM Conference of Churches
  - Work with the NM Conference of Catholic Bishops on issues of mutual interest
  - Encourage and welcome ecumenical and interfaith partners to attend advocacy events

Manage and develop Lutheran Advocacy Ministry-NM’s administrative and program resources

- Maintain oversight of the program budget, financial support and physical resources
  - Develop the annual operating/program budget for approval by the Policy Committee
  - Prepare the annual State Public Policy Office hunger grant application and prepare required grant reports
  - Maintain communication with congregational and individual contributors
  - Provide financial reports to the Policy Committee and the Office of the Bishop
  - Provide requested information to the Rocky Mountain Synod Council

Maintain connections with related ministries of the ELCA

- Participate in State Public Policy Office meetings, including monthly phone calls and national gatherings
- Participate in ELCA World Hunger events
- Participate in ELCA Advocacy Convenings
Qualifications

- **Education and training:**
  Bachelor’s degree with experience in faith-based advocacy is required; Master’s degree in Public Policy or similar experience is desirable.

- **Experience:**
  Theological grounding and experience in the ELCA commitment to be a public church, direct legislative engagement, coalition work, demonstrated ability to design and implement strategic plans, moral deliberation experience, active participation in a congregation, familiarity with ELCA structure and commitment to its mission.

- **Primary skills and abilities required to perform this job:**
  - Understanding of and commitment to the biblical and theological basis of this church and its commitment to public policy advocacy. Strong awareness and knowledge of the church, its mission and its organizational expressions.
  - Experience in direct legislative engagement and coalition advocacy. Knowledge of political dynamics, legislative and administrative processes and procedures is critical.
  - Experience working with synodical leadership, lay leaders and clergy in congregations, social ministry organizations, educational institutions and other ELCA organizations and structures. Proven ability to work with ecumenical, interfaith and human service coalitions.
  - Good research and analysis skills. Excellent written and oral communication skills, including the ability to design and lead public forums and moral deliberation processes.
  - Knowledge of social issues, the various points of view they elicit and a demonstrated ability to help diverse groups with different agendas find a common voice.

Applications will be received by email, with a deadline of September 23. Applications should be addressed to Bishop Jim Gonia to rmsynod@rmseelca.org:

- Cover Letter
- Resume
- Three letters of reference, including the pastor of your current congregation
- Current Photo