

## **DIRECTOR OF ADVOCACY, BOSTON PRESERVATION ALLIANCE**

### **ABOUT THE ORGANIZATION**

The Boston Preservation Alliance (The Alliance) is an independent, nonprofit organization that exists to advocate for and empower Bostonians to play an active role in preserving the places and stories that are important to our history. We envision Boston as a place where the stories of its diverse residents and cultures are reflected in its evolving built environment.

### **ABOUT THE POSITION**

The Alliance is looking for a passionate and energetic leader to spearhead the organization's advocacy efforts, advancing the organization's strategic goals by developing and implementing responses (both proactive and reactive) on key preservation issues. Building relationships and communicating and engaging community members is important for this role. Candidates for the position need to have a willingness to develop a strong understanding of the Boston preservation landscape, with robust experience in public speaking and media relations.

The Director of Advocacy will oversee multiple initiatives and ongoing issues, projects, and various campaigns to broaden awareness and support for the preservation and reuse of historic places. This role includes helping to develop effective outreach campaigns and implementing preservation strategies.

The position works closely with local government, nonprofit partners, and elected officials to build support, leverage potential partnerships, and engage diverse constituent groups. Politically savvy self-starters, who are creative and innovative thinkers are encouraged to apply.

The Director of Advocacy will report directly to the Executive Director. The position will staff the Alliance's Advocacy Committee comprised of Board of Directors, Young Advisors, and volunteers.

### **PRIMARY RESPONSIBILITIES**

- In coordination with the Advocacy Committee and Alliance staff, set advocacy priorities for the Alliance.
- Act as a spokesperson for the Alliance as an independent voice for historic preservation and the quality of Boston's built environment.
- Collaborate with the Alliance's Advocacy Committee to set the Alliance's preservation agenda by working with local, state, and federal advocacy and regulatory partners as well as legislators to enhance regulations and policy issues impacting Boston and its neighborhoods.
- Provide up-to-date information about proposed changes to historic resources through the Alliance's communication vehicles.
- Represent the Alliance at public hearings and meetings, and deepen relationships with key public, government, nonprofit and community officials that support the mission and strategic priorities of the Alliance.
- Be an effective advocate for heritage in citywide policy, planning, and design initiatives.
- Review and influence development projects that impact historic neighborhoods, often providing public comment or meeting with regulators, proponents and concerned citizens.
- Collaborate with other Alliance staff and community partners to plan and execute public education activities such as workshops, lectures, and city walking tours.

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- Partner with Alliance staff and volunteer members to recognize quality preservation and appropriate new construction in an annual awards program.
- Work with other team members to spearhead multi-media public awareness campaigns including through storytelling and social media with the aim of extending the impact of our advocacy and public policy agenda. This may include drafting or editing press materials, background memos, e-communications, social media, website, and other communications forms.
- Work with other team members on fundraising efforts, such as the pursuit of grants for programs that advance the advocacy agenda.

### **ADDITIONAL RESPONSIBILITIES**

- Develop and maintain relationships with local, state, regional and national stakeholders and others working in the preservation arena.
- Prepare regular reports for the Executive Director, Board of Directors, and Advocacy Committee members on advocacy issues and efforts.
- Participate in developing and managing the budget for advocacy efforts.
- As appropriate, draft support letters and statements for review by the Advocacy Committee and/or Board.
- Keep abreast of relevant pending and new legislation on the local, State, and National level.
- Develop, build, and maintain partnerships with local municipalities, other nonprofits and organizations, and funders.
- Where appropriate, directly recruit, train, and supervise interns, volunteers, and staff engaged in programs, events, or other efforts tied to the advocacy agenda.
- The ability to work after hours at events and gatherings as needed.
- Perform other duties as assigned.

### **POSITION QUALIFICATIONS**

#### **Education, Experience and Knowledge**

- Bachelor's degree in history preservation or related field, or equivalent experience, preferred.
- At least five years of relevant professional experience in historic preservation or a related field.
- Experience managing groups, teams and/or volunteers.
- Experience with public speaking and media relations.
- Demonstrated experience successfully managing projects.
- Good working knowledge of historic preservation practice and policy on the local, state, and national levels.
- Understanding of the Secretary of the Interior's Standards for Rehabilitation preferred.
- Familiarity with City of Boston government structure, urban planning initiatives, and public policy.

#### **Skills, Abilities and Other Qualifications**

- Ability to work in a high-visibility, fast-paced environment and manage multiple projects, initiatives, and events in parallel.
- Excellent interpersonal skills and ability to work effectively with diverse groups of people.
- Ability to engage a wide range of stakeholders including volunteer committees, advisory groups, coalitions, government organizations, neighborhood associations, forums, trade associations, foundations, corporate sponsors, and practitioner groups.
- Community organizing skills preferred.

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- Commitment to advancing diversity, equity, and inclusion through the Alliance's advocacy work.
- Excellent written and verbal communication skills.
- Possess a strong work ethic and ability to be highly organized, efficient, and effective in task and time management.
- Ability to meet compliance standards, maintain confidentiality and professionalism.
- Integrity, positive attitude, mission-driven, and self-directed with demonstrated passion for the Alliance's mission and commitment to working collaboratively with others.
- The Alliance offers competitive salaries and a comprehensive benefits package, including a 401(K) retirement plan with an employer match. We also offer a healthy work-life balance that includes a hybrid work environment.

Salary Range: \$80,000-\$90,000

For more information, visit [www.bostonpreservation.org](http://www.bostonpreservation.org)

To apply for this position, please submit resume and cover letter to [admin@bostonpreservation.org](mailto:admin@bostonpreservation.org)

The Alliance is an equal opportunity employer. The Alliance is passionate about fostering a diverse, inclusive, and respectful work environment. Applicants of all races, color, religion, sex, gender identity and/or expression, sexual orientation, education, national origin, marital status, genetics, disability, age, veteran status, and diverse backgrounds are encouraged to apply. Candidates must be authorized to work in the United States.