



HOMELESS SERVICES UNITED

307 W. 38TH STREET, 4TH FLOOR
NEW YORK, NY 10018
T 212-367-1589
www.HSUnited.org

JOB POSTING

Position Title

Director of Policy

About the Company

Homeless Services United (HSU) is a coalition of 50 non-profit agencies serving homeless and at-risk adults and families in New York City. For nearly twenty years, HSU has been advocating for effective solutions to homelessness, including eviction prevention, homeless outreach, and drop-in programs. We are a leader in sound and compassionate homeless policy. Association members share our commitment to high quality and compassionate services for homeless New Yorkers.

Position Summary

The Director of Policy is a key position in a small but mighty organization. They establish both the short- and long-term policy vision for HSU, in partnership with membership, the Executive Director and HSU's Board of Directors. They direct HSU's presence as an authority on homeless policy, and the public voice of impactful solutions to homelessness. Through regular communication with staff at nonprofit member organizations, they guide the direction and implement policy efforts of HSU. The Policy Director maintains close working relationships with elected officials on the city, state and federal level to monitor and guide legislation, budget priorities and policies. They also maintain relationships with key government partners to promote effective policies on behalf of membership. Information is gained and relationships maintained through HSU committees, ad hoc internal working groups, coalition membership, and one-to-on communications.

Minimum Requirements

- High school degree or equivalent plus minimum three to five years' experience working with social services policies, especially homelessness and housing.
- Experience collaborating with and advocating elected officials and government stakeholders. Leading advocacy campaign a plus.
- Experience developing and maintaining key relationships across multiple constituencies.
- Proficiency in Word, Excel and social media.
- Strong writing and communications skills, including public speaking. Required English language proficiency.
- Strong analytical skills with proven ability to analyze and use data to inform policy.
- NOTE: This position requires registration as a lobbyist in New York State and New York City.

Benefits and Wages

Salary range \$75,000-\$85,000 based on experience. Medical, dental and vision benefits provided after one month's employment as well as vacation and personal days. Hybrid model.

FLSA and Employment Status

Nonexempt, full-time position

How to Apply

Please send cover letter and resume to: info@hsunited.org.

Homeless Services United is an equal opportunity employer, drug-free workplace, and complies with ADA regulations as applicable.

All applicants are considered for all positions without regard to race, religion, color, sex, gender, sexual orientation, pregnancy, age, national origin, ancestry, physical/mental disability, medical condition, military/veteran status, genetic information, marital status, ethnicity, alienage or any other protected classification, in accordance with applicable federal, state, and local laws. By completing this application, you are seeking to join a team of hardworking professionals dedicated to consistently delivering outstanding service to our customers and contributing to the financial success of the organization, its clients, and its employees. Equal access to programs, services, and employment is available to all qualified persons. Those applicants requiring accommodation to complete the application and/or interview process should contact a management representative.