# compassion & choices
### Care and Choice at the End of Life

## We're Hiring!

**Position:**      **Legislative Counsel/Legislative Analyst**

**Location:**      Portland, Washington D.C., Remote

**Salary:**      $80 - $90,000/yr

**Compassion & Choices** is seeking a **Legislative Counsel or Legislative Analyst** to help advance our advocacy, medical outreach and education efforts across the country.

This position is primarily responsible for (1) tracking and analyzing state legislation, regulations, and other government policies (2) preparing rapid responses to state legislation, regulations, and government policies; and (3) supporting priorities and initiatives of the legal and policy staff.

This is a full-time, Portland/Washington D.C./remotely-located, paid position reporting to the Chief Legal Advocacy Officer/General Counsel and National Director of Policy. Compensation offered will be commensurate with experience. Core hours will be based on the Pacific Time Zone.

We offer excellent benefits including employer-shared medical and dental insurance premiums, employer-paid short- and long-term disability, life and accidental death & dismemberment insurance, flexible spending account for medical and child care, commuter pre-tax benefit, eligibility to participate in 401K with generous 5% employer match and 100% vested at time of eligibility, 12 paid holidays, 17 PTO days first year, and floating holidays.

This position will primarily be responsible for:

- A high volume of triaging and reviewing bills, rapid issue spotting and appropriately responding to staff with a quick turnaround, often providing an initial assessment on the spot or within the hour, and a written response from standardized materials within 2-24 hours.
- Supporting the development and implementation of standardized response to achieve strategic legislative, advocacy, and policy objectives.
- Supporting setting priorities, developing timelines, exercising judgment and elevating matters appropriately and ensuring completion of timely high quality deliverables.
- Analyzing state legislation, proposed and final regulations and other government policies and preparation of related materials to advance C&C policy priorities and positions. Materials include legal and policy research and analysis, policy briefs, policy positions, letters to government officials, and public-facing explanatory documents analyzing and explaining policy issues.
- Collaborating with staff across the organization in order to cultivate and maintain relationships and partnerships with healthcare industry stakeholders, regulatory agencies, allied organizations, academic policy experts, and other non-governmental stakeholders to leverage areas of common interest and achieve Compassion & Choices program goals.

- Monitoring, analyzing and reporting on state legislation and other government activity with potential impact on state and national programs.
- Reviewing legislation across states to assess whether the legislation is consistent with C&C's position, identifying areas that will positively or negatively impact patient-directed care, and making recommendations as to whether we should support or oppose the legislation and what provisions we should negotiate.

## Required Qualifications (You will be a good fit if you have the following):

**Education and Experience:**

- Law degree from accredited university (required for the Legislative Counsel role) or a Master's degree in public policy or public health, or equivalent combination of education and experience.
- A minimum of 3-7 years of professional work experience in legal and policy research and analysis, data analysis, advocacy, legislative analysis, or public policy, or equivalent government relations training and experience.
- Subject-matter expertise in healthcare-related issues, with experience in end-of-life care a plus.

**Skills:**

- Superb legislative analysis and familiarity with government relations
- Strong legal and policy research and analysis skills, commitment to the accuracy and transparency of analytic work and the ability to use analysis to advocate for policy change
- Excellent oral and written communication (client advisory skills a plus)
- Ability to work independently and as part of a team and within a matrix organization
- Ability to exercise professional judgment and work in a very fast-paced environment with times of high conflict (or capacity to develop these skills)
- High level attention to detail and accuracy; ability to meet all deadlines.
- Computer Skills: Competency with legislative tracking tools
- Familiarity with advocacy-related litigation

## How to Apply:

Email current resume and cover letter as one PDF document to Jobs@CompassionAndChoices.org. In the subject line of your email, indicate "Last_First Name, LCLA 04-2022". In your cover letter, please (1) indicate how your personal philosophy aligns with our mission, (2) provide a brief summary of your directly related experience, and (3) provide your salary expectation (with a specific amount/range vs 'negotiable').

Questions about the position may be directed to Jobs@compassionandchoices.org.

## About Compassion & Choices

Across the nation, Compassion & Choices works to create a society that affirms life and accepts the inevitability of death, embraces expanded options for compassionate dying, and empowers everyone to

choose end-of-life care that reflects their values, priorities and beliefs. To make this vision a reality, we improve care, expand options and empower everyone to chart their end-of-life journey.

Compassion & Choices is committed to building a staff that reflects the diverse communities that make up our country. We are an Equal Opportunity Employer and recruit, hire, train, promote, and administer any and all personnel actions without regard to age, color, creed, disability, economic status, ethnic identity, gender identity, national origin race, religion, sex, sexual orientation, veterans status, or any other basis prohibited by applicable law.

Link to Job Description: https://compassionandchoices.org/about-us/employment