Request for Proposals: Contract Lobbyist

OPPORTUNITY

Building Changes (BC) requests proposals to contract with a lobbyist to work with our policy team in addressing matters impacting people experiencing housing crises, with a focus on children, youth, and families, before the Washington State Legislature, the Washington State Governor, and other state agencies and policymakers. We will prioritize candidates with one or more of the following: existing relationships in the state legislature, effective communication skills, a clear understanding of the legislative and budgetary process, and sound knowledge of housing, homelessness, human services, healthcare, and education policy. Contracts will commence upon hire and run through June 30, 2021, with the possibility for renewal.

Applicants who embody the broad array of diversity and lived experiences in our communities, including individuals with a disability are strongly encouraged to apply.

ABOUT BUILDING CHANGES

Building Changes believes that people should be equitably served by systems so that everyone thrives in safe and stable housing. We work across and within systems to drive and promote equitable responses that address housing crises experienced by people in Washington State, with a focus on children, youth, and families.

We activate systems change by:

- Unlocking the potential and unleashing the power of our partners to advance emerging strategies that impact homelessness (such as Diversion).
- Advocating for a homeless system that treats all people fairly and delivers all services effectively.
- Sharing knowledge gained through experience, data, and evaluation to improve the effectiveness of our field.
- Connecting the homeless system to the education, housing, and health systems so they can deliver coordinated accessible services for people experiencing homelessness.
- Investing to sustain strategies and services that demonstrate the highest levels of success.

Racial Equity Statement: People of color are more likely to face a housing crisis due to racism and the historical and persistent trauma experienced by communities of color. We cannot address homelessness without addressing systemic racism at its roots and the harm it continues to cause. At Building Changes, we hold ourselves accountable for addressing racism in our external work by partnering with others and advancing targeted approaches that improve outcomes for all people impacted by housing crises. We further commit to building an internal culture that challenges racism within our organization.
**SCOPE OF WORK**

- In coordination with Building Changes staff, lead successful policy efforts in support of an advocacy agenda (typically 3 priority items, and accompanying support items).
- Monitoring activity and conversations outside of public hearings related to our legislative agenda and priority areas of housing, education, and health.
- Provide guidance regarding legislative strategy and communications.
- Assist with developing key legislative relationships.
- Testify on behalf of BC and/or support BC staff to testify in public hearings or provide public comment.
- Track, review, and explain relevant legislation to BC staff. This may include scheduled weekly or biweekly check ins with staff, and ad hoc availability with client, as warranted and needed.
- Conduct legislative meetings with and on behalf of BC.
- Participate in interim advocacy meetings and strategy sessions, including meetings with legislators on behalf of BC.
- Participate in scheduled advisory/strategy meetings and select coalition meetings.
- Review and assist in developing advocacy materials and documents related to BC’s advocacy agenda.
- Work in coalition with likeminded organizations and key advocacy partners.

**FEES**

The monthly compensation, inclusive of travel and other routine business expenses, will not exceed $2,500.

**CONTRACT TERM**

The expected term of this contract will be November 2020 – June 2021, with the option to renew thereafter upon mutual agreement of both parties.

**PROPOSAL SUBMISSION**

Proposals should be submitted via email to Daniel Narváez Zavala, Director of Policy and Strategic Communications, at Daniel.Zavala@BuildingChanges.org. Required components:

1. Letter of interest including:
   a. a statement of understanding of, and commitment to, principles of racial equity, diversity and inclusion and how those principles are incorporated into and reflected by the contractor’s work; and
   b. Three examples (relevant to BC’s area of work, if applicable) of successes achieved in the past five years with current or former clients, or equivalent relevant work experience.
2. Resume(s)/CV(s) for the individual(s) who will be working on behalf of BC under this contract, that highlights their capacity to successfully perform the functions outlined in this RFP.

Submit proposals by October 21, 2020. Interviews will be held October 26-30, 2020. Questions about proposals should be directed to Mr. Zavala at the above email address. Finalists will be asked to submit additional materials, including references.