

<b>Job Title</b>	Policy Specialist- Education
<b>Employer/ Agency</b>	Disability Rights Texas
<b>Job Description</b>	The primary role of the Policy Specialist – Education is to serve as the in-house expert on education issues and to lead the agency’s policy advocacy aimed at improving public education for students with disabilities. The Policy Specialist works with the Education Team, supporting case handlers with training and technical assistance and collaborating with team members to identify opportunities for policy advocacy that are well coordinated with the Education Team’s other efforts.
<b>Qualifications</b>	<p>Bachelor’s degree required, preferably in Public Policy, Political Science, Government, Education, Disability Studies, Social Service or other related field of study. A minimum of seven (7) years previous public policy focused experience with demonstrated success working with persons with disabilities. Post baccalaureate degrees in Public Policy, Political Science, Government, Education, Disability Studies, Social Service or other related field of study may be substituted for up to five (5) years of experience, depending on degree and subject matter. Strong and effective writing, verbal, and negotiating communications skills including the ability to do so in a concise manner, even when doing so regarding complex issues to a variety of people. Demonstrated experience in public speaking and developing effective presentations for the public, as well as Boards, Councils, Conferences, and/or legislative testimony. Excellent interpersonal, relationship-building and collaboration skills to be able to work effectively with others inside and outside of the organization; relationship builder with the flexibility and finesse to “manage by influence”. Proven ability to lead, mentor and train others. Experience working with county and state government. Demonstrated functional knowledge of complex state and federal laws, rights protection statutes and regulations. Knowledge of state and national election and voting laws, programs, initiatives and awareness of other issues that affect people with disabilities. The ability to take direction and independently follow through on all instructions. The ability to create collaboration among stakeholders and other disability groups. Excellent detail-orientation, follow-up skills and organizational skills plus the ability to multi-task and work under challenging conditions while meeting deadlines. Knowledge and skills to appropriately implement policy strategies. Demonstrated ability to manage individual workload so services are delivered timely and appropriately. Strong working knowledge of Microsoft Office suite (Outlook, Word, Excel, PowerPoint). High level of commitment to service excellence, plus high degrees of integrity, ethics and judgment are a must.</p> <p>Preferred Qualifications</p> <ol style="list-style-type: none"> <li>1. Bi-Lingual in Spanish – both written and spoken word</li> </ol>
<b>Salary/Hours</b>	DOE
<b>Employer/Agency</b>	Disability Rights Texas
<b>City, State, Zip</b>	Austin, TX
<b>Application Method</b>	Apply online at <a href="https://home2.eease.adp.com/recruit2/?id=8075442&amp;t=2">https://home2.eease.adp.com/recruit2/?id=8075442&amp;t=2</a>
<b>Opening Date</b>	Immediately

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