



## **National Disability Rights Network**

### **Voting Accessibility Organizer Contract Announcement**

#### **Request for Applications**

#### **12 Month Contract Position Disability Voting Rights Coalition**

The National Disability Rights Network (NDRN) in Washington, D.C., is seeking a contractor **experienced in voting accessibility rights, disability rights, and/or coalition organizing** to work under a **twelve month contract** to organize and lead the National Coalition on Accessible Voting. The contract organizer will lead coalition work and outreach activities with the disability and civil rights community around protecting voting accessibility, expanding voter access for people with disabilities, and building a more inclusive democracy.

**The contract would commence on or around June 15, 2023. The position can be performed virtually within the United States.**

Application deadline is **Friday, May 26th, 2023 by 4pm ET.**

#### **Who We Are:**

[NDRN](#) is the nonprofit membership association for the federally mandated Protection and Advocacy (P&A) Systems and Client Assistance Programs (CAP) for individuals with disabilities. The P&A System is collectively the largest provider of legal services to persons with disabilities in the United States, and has a unique authority to conduct monitoring and investigations where services and supports are provided to people with disabilities.

NDRN provides training, technical assistance, and support to the P&A agencies, which are located in every state, U.S. territory, and for a

consortium of Native American tribes. NDRN is also involved in legislative advocacy to create a society in which people with disabilities are afforded equal opportunity and are able to fully participate by exercising choice and self-determination.

**Contract Activities and Deliverables will Include:**

Under a private foundation grant, NDRN has developed and plans to expand a national coalition to address, on a nonpartisan basis, voter accessibility and education efforts. The contractor will be responsible for advancing the work of the coalition in addition to other deliverables designed to better ensure accessibility to voting systems by persons with disabilities.

- Develop a strategic plan for long term growth and sustainability of the National Coalition on Accessible Voting.
- Develop an identifiable brand for the National Coalition on Accessible Voting to build its influence in the voting rights sphere.
- Write and circulate coalition materials that include but are not limited to position statements, sign on letters, and policy recommendations.
- Assume responsibility for daily management of the National Coalition on Accessible Voting, including coordination and planning of regular coalition and steering committee meetings, maintenance of coalition listservs, and processes for coalition membership.
- Assist with media and outreach strategies involving accessible voting.

**Specific deliverables and deadlines will be determined with the selected contractor prior to execution of the contract.**

**Required Contractor Qualifications:**

- Bachelor's degree and/or experience equivalent to a four-year college degree in public policy, communications, social sciences,

or a related field.

- Knowledge of issues and concerns related to the disability community, disability rights, voting rights, and electoral systems.
- Demonstrated commitment to civil rights and social justice.
- Effective communication skills, including writing skills.
- Ability to research and analyze policy issues and legislation, especially involving people with disabilities.
- Demonstrated interpersonal skills including, but not limited to, sensitivity to other people and the ability to work effectively in coalition with other non-profit groups.
- Ability to work well in a team environment.
- Demonstrated administrative skills and familiarity with Microsoft Office programs (Outlook, Word, Access, Excel, and PowerPoint).

### **Preferred Qualifications:**

- Experience working in community organizing or coalition building within a civil rights movement.
- Experience working in voting rights, disability rights, or a related field.
- Knowledge of the Protection and Advocacy (P&A) System.
- Demonstrated commitment to the potential contributions of individuals with disabilities and to efforts to make possible the realization of that potential.

### **Compensation and Benefits:**

**This is a 12 month contract position with a total compensation of up to \$70,000, paid monthly.** The person selected for the contract will be an independent contractor, will NOT be an employee of NDRN, and as such NDRN will provide no other benefits or compensation.

## **How To Apply:**

**Submit the following to David Hutt, Deputy Executive Director for Legal Services, NDRN, via e-mail to [david.hutt@ndrn.org](mailto:david.hutt@ndrn.org), with the Subject Line: Voting Contractor Application**

- A letter explaining how you meet the requirements listed in this announcement;
- A current resume;
- A writing sample which addresses a disability rights or voting rights issue, or a coalition building related activity.

**Closing date: Friday, May 26, 2023 at 4pm ET.**

A meeting may be requested of applicants prior to final selection.

## **Reasonable Accommodations:**

NDRN provides reasonable accommodations to applicants with disabilities. If you need a reasonable accommodation to submit your application for consideration for the contract, please notify us.

**NDRN is an equal opportunity/affirmative action organization**, and we prohibit discrimination and harassment of any kind. We celebrate diversity and are committed to creating an inclusive environment for all staff, contractors, interns, and volunteers. Qualified applicants will receive consideration for the contract without regard to age, race, color, religion, sex, national origin, sexual orientation, gender identity, disability or protected veteran status.