



Job Posting | Policy Researcher/Analyst

This position is classified as **Full-Time Exempt** and reports to the **Policy Director**.

ABOUT OREGON CONSUMER JUSTICE

OCJ advances the rights of consumers through advocacy, strategic litigation, research, education, and engagement, and works to bring consumer justice into balance for all Oregonians. From unfair debt collection and credit reporting tactics, deceptive student loan services, usurious payday loans, hidden banking and credit fees to mortgage, housing, insurance and construction fraud, imposter scams, illegal towing, misrepresented medical and travel services, telecom monopolies, dishonest auto sales, repairs, and financing, the need for consumer justice is everywhere – and the majority of need isn't being met.

OCJ is committed to ensuring that all people in Oregon experience a safe and fair marketplace by building an equitable and sustainable ecosystem that puts people first, makes sure that every financial and business transaction is fair and safe, and ensures that consumers have recourse when their rights are violated. Oregon Consumer Justice (OCJ) centers community in all aspects of our work, with a focus on communities including BIPOC, people living with disabilities, and elders, who have been historically and systematically excluded or harmed by unfair and predatory practices.

OCJ is now seeking a Policy Researcher/Analyst who will bring vision and strategic thought partnership to help shape early-stage organizational development. The position is a full-time exempt role and reports to the Policy Director.

POSITION OVERVIEW

The Oregon Consumer Justice (OCJ) Policy Researcher/Analyst will be a key member of the policy team, supporting policy development and legislative work through research, analysis, and development of written materials on consumer justice topics. The Policy Researcher/Analyst will initially have the opportunity to focus on financial services, debt collection, and cryptocurrency, but there will quickly be an opportunity to identify other areas of interest to pursue. The Policy Researcher/Analyst will work in a highly collaborative environment, requiring communication and coordination with both other members of the OCJ team, as



well as partners. Work will primarily center on state policy issues but occasionally include federal policy.

DUTIES AND RESPONSIBILITIES

Support OCJ's policy work as policy lead for key consumer justice topics

- Track outside research on priority policy areas.
- Attend national policy meetings such as National Consumer Law Center (NCLC) debt collection and credit reporting monthly meetings to track legislation at the federal level and in other states. Share information on relevant work in Oregon on national calls.
- Analyze proposed legislation and draft OCJ testimony
- Prepare Issue briefs in collaboration with communications staff to support OCJ issue campaigns
- Analyze social, economic, court and other data to identify the impact of public policies on populations most often targeted by predatory practices, including BIPOC, elderly, and people living with disabilities.
- Support community involvement in policy development.
- Develop written and graphic presentations of findings and present them to constituency groups, policymakers, and the media.
- Collaborate with partner organizations on policy campaigns.
- Working with the Policy Director, represent OCJ at coalition tables.
- Build long term partnership and engagement with grass roots organizations, advocates, and coalition partners.
- Support coalition partners' engagement, including capacity building and technical assistance, particularly within those populations that have been historically targeted by predatory practices, including BIPOC, elderly, low-income rural and people living with disabilities.

Support OCJ's Legislative Agenda

- Draft and present testimony
- Develop one-pagers
- Support partners and their work
- Participate in legislative meetings

Required Skills/Abilities:

- Excellent interpersonal skills. Ability to work with organizational partners, community members, legislators and legislative staff, and OCJ team members.

- Strong research skills and a curiosity to deeply understand a wide range of policy and legal topics
- Excellent analytical skills
- Strong written and verbal communication skills
- Ability to communicate complex information to a variety of audiences
- Ability to manage multiple priorities and be organized and attend to details
- Ability to work independently and as part of a team
- Ability to maintain accurate records and necessary paperwork
- Ability to provide support and training to other staff and partners
- Comfortable both taking the lead on a project and accepting direction
- Creative, curious, and innovative thinker who is able to think outside the box
- Experience in policy analysis and research, including familiarity with state and federal data sources preferred
- Experience working in policy campaigns, political campaigns, or with a legislative body preferred
- Ability and willingness to occasionally work evenings and/or weekends. Willingness and ability to travel within Oregon and nationally for meetings and conferences is required.
- Ability to communicate in languages in addition to English is a plus

Commitment to Equity

OCJ sits at the intersection of law, policy, coalition and community advocates, and Oregon consumers, with a particular commitment to those consumers and communities most harmed by predatory and fraudulent practices. All roles at OCJ will require: a willingness to share power, collaboration and teamwork, empathy, radical listening, adaptive communications skills, openness to learning and failure and growth, a capacity to embrace discomfort and resolve conflicts, racial awareness and experience recognizing intersectionality and identity, and personal reflection. All employees at OCJ will be asked to participate in ongoing work to develop strong internal and external systems that support movement towards equity and justice.

Location

This position is Oregon based, and location in the Portland metro area will be required once OCJ establishes a physical office space (expected in Fall/Winter 2023). Until then, all staff work virtually from home. OCJ's standard work schedule is

between 8am and 5pm Pacific, with some flexibility possible. During Oregon legislative sessions, including January through June 2023, the person in this position will sometimes be expected to work in the state capitol in Salem. The person in this position will need to be flexible in their work schedule, including ability and willingness to occasionally work evenings and/or weekends. Willingness and ability to travel within Oregon and nationally for meetings and conferences are required.

Physical Demands

The physical demands and work environment described are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations will be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee will be frequently expected to use/operate a computer. The employee is frequently required to see, speak and hear, whether unassisted or through assistive devices, and to communicate in-person, by video, and by phone.

Salary and Application Process

Starting salary scale: \$55,000 to \$75,000

This position is open until filled. Initial review of applications will take place on August 12, 2022.

To apply:

Please send a resume, cover letter, and writing sample to recruiting@ocj.org.

In your cover letter, please answer the following question:

1. What excites you about joining a new organization committed to advancing consumer justice, with a particular focus on communities most harmed by predatory practices?