

Mellon/ACLS
PUBLIC FELLOWS PROGRAM 

Job Title:	Research Program Manager
Organization:	National Immigration Law Center
Location:	Washington, DC
Stipend:	\$67,500 with health insurance for the fellow, professional development funds, and relocation allowance
Start Date:	September 4, 2018

ORGANIZATION DESCRIPTION

The National Immigration Law Center (NILC) is the primary national organization in the United States exclusively dedicated to defending and advancing the rights of low-income immigrants. At NILC, we believe that all people who live in the US—regardless of their race, gender, immigration, and/or economic status—should have the opportunity to achieve their full human potential. For nearly four decades, NILC has won landmark legal decisions protecting fundamental human and civil rights, thwarted policies that would have damaged low-income immigrant families’ opportunities, and advanced major policies that reinforce our nation’s values of equality and justice for all.

Headquartered in Los Angeles with an office in Washington, DC, we use a core set of strategies—litigation, advocacy, and strategic communications—to focus on key program areas that affect the lives and well-being of low-income immigrants. These areas include immigration status and reform, healthy lives and economic opportunities, immigration enforcement reform and justice, and education and workforce development. We also conduct trainings, publish educational materials, and provide legal counsel and strategic advice to inform a wide range of audiences about complex legal and policy matters affecting immigrants and to help strengthen other groups’ advocacy work. Learn more at www.nilc.org.

POSITION DESCRIPTION

In order to meet the particular challenges of advancing immigrants’ rights, NILC is committed to identifying innovative advocacy strategies that are grounded in the lived experiences of those who are directly affected by immigration policy. In recent years, NILC’s work has focused on intertwining efforts to change public policy through advocacy and litigation with communications strategies that advance a narrative of inclusion and of the role of immigrants in the country and in our communities. In order to more fully realize this integration of narrative change with policy change, we are adding capacity to develop a qualitative research program.

Under the primary supervision of the Research and Narrative Strategist and the Director of Communications, and in collaboration with the issue campaign leads, the Research Program Manager will help design and implement a program to coordinate and manage research across the organization’s programmatic departments and campaigns. The Research Program Manager will have the opportunity to diversify his/her research expertise within an integrated approach to advocacy, in preparation for managing projects across NILC’s litigation, policy advocacy, and communications work, as well as across various sectors of social justice advocacy more generally.

This position is *only* available through the Mellon/ACLS Public Fellows program.
You may *not* contact the host institution to inquire about this position.

Key duties and responsibilities:

The Research Program Manager will infuse narrative approaches and rigorous research into all of NILC's program work. As the research-based connective tissue among departments, the Research Program Manager's duties will include:

- Coordinating with external researchers and NILC litigators to include expert testimony from academics and to incorporate academic research into court briefs—whether as amicus briefs on behalf of academics, or directly as evidence;
- Collaborating with policy advocates to create original research projects to advance NILC's advocacy campaigns, by identifying research questions, methodologies, and resources and managing projects;
- Supporting advocates in the incorporation of qualitative methods, narrative approaches, and intersectional perspectives into policy analysis; and
- Contributing significantly to the integration of communications research findings across the organization's work in order to achieve narrative change, as well as substantive policy change, through NILC's advocacy and litigation efforts.

QUALIFICATIONS

Required:

- PhD in the humanities or humanistic social sciences;
- Interest in applying academic research skills toward an advocacy agenda;
- Excellent investigative, communication, and writing skills;
- Organized, flexible, and creative;
- Attention to detail and ability to work independently;
- Background in research design and project management;
- Experience in narrative and discourse analysis;
- Ability to integrate quantitative data into qualitative analysis; and
- Familiarity with intersectional, historical, and de-colonial approaches to research.

Preferred:

- Familiarity with immigrant community and/or social justice issues; and/or
- Ability to speak and write in a language other than English.

APPLICATIONS

- Information on the Mellon/ACLS Public Fellows Program:
www.acls.org/programs/publicfellows
- All applications must be submitted through the ACLS Online Fellowship Application System (ofa.acls.org)
- Application deadline: March 14, 2018, 9 p.m. Eastern Daylight Time