

## Move for America Fellowship Position Description

**Project Period:** August 26, 2024 through August 24, 2025

**Site Name:** Joint Religious Legislative Coalition

**Location:** Work is virtual with occasional on-site meetings and greater Minnesota travel. Organization is based in St Paul, MN

**Supervisor:** Leah Patton, Executive Director

### Host Site Organization Description

JRLC is the largest and most inclusive interfaith public interest group in Minnesota — people of diverse faiths bringing vision and wisdom to the public realm for the well-being of Minnesotans and to combat the impacts of poverty. JRLC is authorized and governed by four Sponsoring Members: the [Minnesota Catholic Conference](#), the [Minnesota Council of Churches](#), the [Jewish Community Relations Council of Minnesota and the Dakotas](#), and the [Islamic Center of Minnesota](#). JRLC conducts action-oriented forums, workshops, and institutes focusing on faith, citizenship. We tap into deeply held religious principles and organize faithful citizens across Minnesota to build civic capacity for our work in addressing poverty through advocacy and in building a healthier democracy. JRLC also produces original issue research used for member education and identifying areas for advocacy.

### Project Description

The Joint Religious Legislative Coalition has seen a need to intentionally promote civility in public discourse. As an organization based on multi-faith work and finding common ground for the common good, we are well-positioned to step into this space and serve as a leading voice for civility in Minnesota. This project will develop JRLC's civility in discourse programming and framework, a new area of emphasis in our organization's mission. This will include improving member engagement in Greater Minnesota, which has suffered since the pandemic. These efforts will expand JRLC's capacity to change systems and increase resources to combat poverty.

### Goals of the Project

To develop curriculum and programming around civility in public discourse, utilizing feedback and researching successful ways to promote civility in similar settings. We also want to form and strengthen connections with faith communities and other like-minded organizations to promote this resource. We are a state-wide organization, so widening our network and name recognition in greater Minnesota by promoting civility resources is vital to us as it builds vital capacity to encourage grass roots support for anti-poverty policies in the state administrative policies and the legislature. Ultimately, we want to be left with a solid framework of programming and curriculum resources, and JRLC positioned as a leading voice in

the area of civility. Please note this project is separate from JRLC's direct advocacy efforts.

## **Responsibilities**

Areas of responsibility include but may not be limited to:

- Developing presentations and curricula for faith communities and other organizations.
- Networking with other multi-faith organizations to promote JRLC civility resources.
- Identify areas of need for discourse and adapt programming accordingly.
- Engage organizations in Greater Minnesota and serve as a point of contact for JRLC.
- Promote JRLC's civility resources to faith communities and nonprofits.
- Assisting with meeting organization, scheduling, note taking, and volunteer coordination as appropriate.
- Updating JRLC's website regarding mission and project-related information as needed.
- Entry and maintenance of contacts in JRLC's member management software.
- Seeking out opportunities and events to network on behalf of JRLC's mission and resources.
- Represent JRLC at events and conferences as needed and appropriate.

## **Qualifications**

We seek candidates who:

- Have proficiency in microsoft word or google doc word processing suites.
- Have good writing, analytical, and problem-solving skills.
- Have knowledge of general organizational and office administration principles.
- Believe in the importance of multi-faith discourse.
- Have skills in developing programming for use in different settings and diverse communities.
- Can network across diverse cultural and religious traditions to promote JRLC's resources.
- Can research and identify how similar organizations have successfully promoted civility and integrate that information into JRLC's approach.
- A valid driver's license and ability to stay overnight on the rare occasion travel in greater Minnesota necessitates it.

For Move for America Fellowship qualifications and program information, please visit: [www.move4america.org/projects](http://www.move4america.org/projects)